



the Construction Educators

**Minneapolis-St. Paul Chapter
of the
Construction Specifications
Institute**

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**Minneapolis-St. Paul Chapter, CSI
Board of Directors Meeting Minutes
Thursday, February 19, 2009
3:30 p.m. – RSP Architects**

Attending: Lisa Turner, Jon Rao Papke, Paula Nyquist, Joe Sporrer, Craig Hess, Kristin Bruner, Pam Jergenson, and Renee Molstad.

Absent: Bruce Saline, and Christopher Perego.

A. Call to Order 3:32 p.m. **Lisa Turner**

B. ANTITRUST STATEMENT **Lisa Turner**

A reminder to the Board that CSI has adopted an antitrust policy which prohibits the Board and committees from engaging in any discussion that could result in any anticompetitive activities.

C. Call for Additions to Agenda **Lisa Turner**

1. Email Policy
2. Chapter Dues
3. CICC

D. Approval of Consent Agenda

- January Board Minutes
- Committee Minutes
- IntrinXec Report

Call for removal of any items for discussion

Motion to approve the additions to the agenda and the consent agenda:

First: C. Hess, Second: P. Nyquist; motion carried.

E. Treasurer's Report **Craig Hess**

C. Hess provided an overview of the January financials. January program event registrations part is actual payment for table top display.

F. Region & Institute Report **Jon Papke**

J. Papke reported that Institute is looking for volunteers on Institute Committees. Region is looking for a Region Student Affairs Committee Chairs. J. Papke passed around the revisions to Region bylaws and asked if anyone has comments to let him know. 2010 conference will be held in Fox River Valley in Wisconsin.

G. Committee Activities

1. Open to news not reported in various committees' minutes
2. Showcase: Renee provided the updated showcase attendance figures.
3. Awards: Meeting was actually February 4.
4. Student Member Committee: J. Papke is organizing a meeting of the committee.

H. Old Business

1. Chapter Dues **Craig Hess**
 - i. C. Hess proposed an increase of Chapter dues by \$10 for Professional/Industry/Associate and by \$5 for all other classes.



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Discussion was held regarding the possible affects of increasing dues. The Board encouraged cutting expenses in other areas rather than increasing dues. **Motion to keep current dues structure: First: J. Papke, Second: P. Nyquist; motion carried.**

2. Budget update **Lisa Turner**
 - i. Included in Chapter dues discussion.
3. Media plan/proposal **Lisa Turner**
 - i. March 4 send RFP for design & layout. Deadline for response March 11, review at next Board meeting.
 - ii. IntrinXec to send notice to individuals to update contact information.
 - iii. Board to contact advertisers to encourage them to renew.
 - iv. IntrinXec to collect ads
 - v. Are rosters sold? Do students receive the roster?
4. Election Update **Jon Papke**
 - i. 86 ballots have been received. Ballots were due today. Results will be announced at Showcase.
5. Brief Review [Survey Results](#)
 - i. Individuals attend programs for various reasons. Would like to keep the current structure.

I. New Business

1. Report/vote on suggestions from “dead presidents” **Lisa Turner**
 - i. Job listing
 - ii. Breakfast networking
 - iii. Webinars
 - iv. Offer tradeshow at each event
 - v. Lisa will share ideas with programs.
2. Survey Results actions
 - i. Discussed above.
3. CICC
 - i. Request more information on what it is and report on what are the responsibilities. **Motion that the CICC representative shall be a Board member or be assigned by the Board and report to the Board on CICC activities. First: J. Papke, Second: K. Bruner; motion carried.**
4. Email Policy – tabled until next month.

J. Adjourn at 5:01 p.m.

K. Next Meeting: Thursday, March 19 at 3:30 – 5:00 pm RSP Architects