



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, March 19, 2009
3:30 p.m. – RSP Architects

Attending: Lisa Britton, Jon Rao Papke, Paula Nyquist, Joe Sporrer, Craig Hess, Pam Jergenson, Christopher Perego, and Renee Molstad.

Absent: Bruce Saline and Kristen Bruner.

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

B. ANTITRUST STATEMENT **Lisa Britton**

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 Britton**

1. Directory Printing – old business
2. CICC Board assignment – old business
3. Awards- new business

D. Approval of Consent Agenda

- March Board Minutes
- Committee Minutes
- IntrinXec Report

Call for removal of any items for discussion. Board minutes will be removed from the consent agenda for revisions.

Motion to approve the additions to the agenda, revisions to the minutes and the consent agenda: First: J. Papke, Second: P. Nyquist; motion carried.

E. Treasurer’s Report **Craig Hess**

C. Hess provided an overview of the March financials. There was a significant increase in revenues primarily due to the receipt of membership dues from Institute. Income from showcase was also significant. R. Molstad will verify the recording of revenues and expenses from showcase since the report from B. Saline is different from actual revenues recorded. The Board questioned revenue for Professional Development there should have been a paid event on October 7. R. Molstad will verify revenues for Professional Development and report to the Board.

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

Jon provided a brief update on Region including the conference in Kansas City the end of July.

G. Committee Activities

1. Open to news not reported in various committees’ minutes
 - i. Programs – looking at purchasing equipment rather than renting audio visual for the monthly meetings. The Board stressed the need for free venue and box lunches to reduce expenses for next year.



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- ii. Awards – L. Britton has been having a hard time participating in committee meetings because they do not meet at regular time or location.
- iii. Technical Committee – Meetings are scheduled to occur on the 1st Wednesday of each month. The 1st round-table meeting topic will be forensic building envelope testing.
- iv. Professional Development – J. Papke reported that there will be a meeting on April 21 at friendship village and another on April 28, a joint program with AIA. October 29 CDT rescheduled. Would be nice if industry related events could be coordinated on a calendar. C Perego will put together a calendar and distribute to the Board.

H. Old Business

- 1. Email Policy **Lisa Britton**
 - i. tabled
- 2. CICC Board Assignment **Lisa Britton**
 - i. Kristen Bruner is interested in position; Paula had another interested individual from her office, Matt Lilly and distributed the individuals resume at the meeting. Meet at 2nd Wednesday of the month
Motion: Matt Lilly will fill the position for the remainder of the fiscal year and a call for representatives will be sent to the membership for next year. First: P. Nyquist, Second: J. Papke; motion carried.
- 3. Directory Printing **Lisa Britton**
 - i. Proposal from Up Front Media was approved for printing the directory.

I. New Business

- 1. Website Administration **Lisa Britton**
- 2. 2009-2010 Committee Chairs
- 3. Media Quest Presentation
- 4. Awards

J. Adjourn at 6:00 p.m.

K. Next Meeting: Thursday, April 16 at 3:30 – 5:00 pm RSP Architects