

Mpls-St. Paul Chapter, CSI
Thurs., Jan. 15, 2004
4:30 p.m.
Empirehouse Inc.

Attending: James Bringle, Kermit Duncan, Eric Johnson, Harold Kiewel, Dean McCarty, Joel Meyer, Jaime Nolan, Paula Nyquist, Terry Olsen, James Schnack, Joe Sporrer, Sheldon Wolfe (exited at 6:20 p.m.)

Guest: Susan Fitzsimmons, SpecSource.com (exited at 6:20 p.m.)

Note: Action items in red.

Call to Order

Meeting called to order at 4:40 p.m. by President H. Kiewel.

Approve Agenda

H. Kiewel reported there was a late addition to the agenda from Membership. It will be added to the agenda. Agenda accepted as amended.

Approve Minutes of 12/03 Meeting

Minutes accepted as published with no changes.

Reports

Treasurer's Report

J. Meyer distributed the balance sheet summary, actual v. budget report. J. Meyer reported that the October and November remittance for membership were not received to record until after this current report was completed. The Smith Barney account is approximately \$39,000. Report accepted.

Action: J. Nolan to have the NCR "Travel/Ent" is reallocated to "Conference/Meetings."

Chapter Administrator's Report

J. Nolan briefly reported on the Construction Showcase and said there are about 110 exhibitors, with 30 spaces remaining. There are over 200 attendees registered. The Showcase budget is appearing to be right on track thus far.

Membership Committee

J. Sporrer motioned to reallocate some of the dollars in his account to a different category within his account. Motion seconded by K. Duncan. Discussion: J. Meyer indicated the motion is not necessary because the bottom line won't be changed. K. Duncan and J. Sporrer withdrew the motion.

Old Business

Web site Administration

J. Meyer reported that an email was drafted for review by H. Kiewel and S. Wolfe to send to the membership. He sent it to Sharon at the SRGI office to be sent out yesterday, however, she was out of the office today. Guest Susan Fitzsimmons from SpecSource.com was in attendance and gave a presentation of SpecSource.com's services and capabilities. Their web services are free to our chapter, and a portion of the revenue they receive in advertising is rebated back to the chapter. **Motion: To accept**

SpecSource.com's offer to act as our web site administrator. First: J. Bringle Second: J. Schnack. Discussion held. Motion carried on a 6:2 approval. T. Olsen, S. Wolfe, K. Duncan and D. McCarty (tentative) agreed to be on a committee to determine how the relationship with our Chapter and SpecSource will be structured.

2004-05 Dues Structure

H. Kiewel reported that the Board needs to decide whether we want to change our dues for the 2004-05 membership year. The changes are due to Institute by February 1, 2004. Discussion held. E. Johnson expressed concern of poor Board responsibility if we raised due because we did not prepare a balanced budget at the beginning of the fiscal year. J. Bringle concurred. Motion made by T. Olsen to require the committees to track their budgets closely to not exceed their budget for the remaining of the year. Second: D. McCarty. Discussion held about such a motion not being necessary. T. Olsen and D. McCarty withdrew their motions. **Motion made by J. Bringle to make no changes to our dues structure for the 2004-05 year. Second: D. McCarty. Discussion held. Motion carried.**

Student Affiliates

D. McCarty reported on the findings of the research the ad hoc committee conducted with regard to the student affiliates. The committee determined that CSI does not recognize formal student chapters but does recognize student affiliate groups. The committee's recommendation to the Board was that the ad hoc committee continuing operating until a student affiliate committee is established, at which point the ad hoc committee could disband. **Motion made by J. Bringle for the ad hoc committee to move forward and establish a standing student affiliate committee. Second: J. Sporrer. Discussion held. H. Kiewel noted that we will need to report all new officers and chairs to Institute by around April 1. Motion carried.**

Motion to adjourn by E. Johnson. Seconded: T. Olsen. Motion carried.

Meeting adjourned at 7:12 p.m.

Respectfully submitted,

James E. Schnack, Secretary
Minutes taken by JJN