

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

Attending: James Bringle, Kermit Duncan, Harold Kiewel, Dean McCarty, Joel Meyer, Paula Nyquist, Angela Petersen (Synergy), Terry Olsen, Joe Sporrer, Lisa Turner

**Note:** Action items in red.

### **Call to Order**

Meeting called to order at 4:45 p.m. by President H. Kiewel.

### **Secretary's Report**

*Approval of Minutes of 03/04 Meeting*

Minutes approved as published with no changes.

### **Treasurer's Report**

J. Meyer reported that the finances are falling behind. Discussion held regarding various budgeted items.

J. Nolan prepared memo to Board outlining the results of the Construction Showcase. Profit to CSI is \$4000 short of budget. L. Turner reported that due to the increase number of credit card purchases, the merchant fees totaled near \$3,000, which was not budgeted for. Discussion held regarding improvements for the 2005 show. Board agreed to sign event agreement for 2005 with IFMA. **Motion: For**

**Construction Showcase to become a stand-alone committee with a separate budget. First: T. Olsen; Second: K. Duncan. Motion Carried. Motion: To continue Showcase in conjunction with CSI. First: T. Olsen; Second: J. Sporrer. Motion Carried. Action: J. Nolan to prepare agreement for IFMA/CSI for 2005 event.**

### **Student Member Ad Hoc Committee Report**

D. McCarty had meeting with student committee. They have four members now. Liaison will be assigned at strategic planning meeting in May. Trying to set up meeting with Suzanne Nordbloom to let her know where SMC stands. **Motion: To dissolve ad hoc committee. First: D. McCarty; Second: T. Olsen. Motion carried.**

### **Engineers Week**

Thank you card was read to Board.

### **50<sup>th</sup> Anniversary Planning Committee**

T. Olsen would like to get committee established and research ways to celebrate the 50<sup>th</sup> anniversary. H. Kiewel, S. Wolfe and J. Putnam have already begun researching past information. Discussion held regarding establishing an ad hoc committee for the event. **Action: Discuss possible ad hoc committee at May chapter planning session.**

### **Research Study**

H. Kiewel received a letter from student in Missouri inquiring whether our chapter membership would go to their web site and answer questions regarding projects and their viability. Board suggested a link be included in *specifcs lite* directing members to the site.

### **Accountant Update**

J. Meyer reported that Ray Smith, our current accountant, is retiring and we need to find a replacement. **Action: SRGI to recommend nonprofit accountants to J. Meyer.**

## **Strategic Planning**

D. McCarty led a discussion regarding the May strategic planning session. Last year it cost \$800 for food and a room at the Double Tree, plus \$500 for J. Nolan's time. **Action: SRGI to research catering fees for May meeting.**

## **Leadership Agenda**

J. Sporrer reported that members are getting older, changing jobs, and company's are lowering their reimbursement support. Membership current at 440-450. As the year continues, J. Sporrer projects an increase because the economy is strengthening. Discussion held regarding member dues and programs versus food costs. Networking should be promoted more as well.

*Meeting adjourned at 6:35 p.m.*

Respectfully submitted,

James E. Schnack, Secretary

Minutes taken by AP