



The Great Lakes Region of the Construction Specifications Institute, Inc.

Great Lakes Region Executive Committee Meeting Minutes November 17, 2014 4:00 p.m. - 5:00 p.m. (EST)

Called to Order at 4:00 pm

Roll Call

- Ivette Bruns, President
- Philip Babinec, President - Elect
- Jack Morgan, Immediate Past President
- Thad Goodman, Institute Director
- Jim McDonald, Vice-president
- Jeff Clark, Vice-president
- Dan McCloskey, Secretary
- Bob Schrock, Treasurer

Minutes (Dan)

- Reviewed October Minutes (Clark/Morgan)

Treasurer's Report (Bob)

- Presented Reports
- Budget vs Actual

President's Report (Ivette)

- Sunsetting FT Wayne and Saginaw Valley
 - o Must run through Institute
 - o Present at Institute Board Meeting 11.18 for recommendation
 - o Final efforts to be made to save, then will make final resolution at the end of that process.
 - o Phil Babinec asked to review "healthy chapter checklist" and tie into yearly report from each chapter.
- CSI Next
- Incorporation
 - o Great Lakes Region IS Incorporated
 - o Protected from liability
 - o As leadership changes, important to know.
- Emerging Professionals
 - o Schrock's suggestion turned out to be a dead end.
 - o 2nd Career individuals from Columbus Chapter
- Region President's Meeting
- Region and National Awards
 - o Ensure Chapter's are submitting for Region and National Awards
- Region Elections (2016)
- Bi-Region

Institute Director's Report (Thad)



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- Bi-Region Conference
 - Meeting happening soon for an on-site meeting to clarify facility requirements.
 - Combine as many activities as possible
 - Awards could be separate
 - Board Meetings should be separate.
 - Will there be a Trade Show? If so, to what scale? (tabletops/full)
 - Region Competition???
 - Joint Keynote?
 - How is it funded?
 - Who is it?
- Board Meeting 11.18
 - 2010 Procedures were created for Sunsetting Chapters
 - Step back and review the region
 - Improve the ones that are borderline
 - Sharing Best Practices amongst region strong in GLR.
 - Maintain training of requirements of the chapters as far as insurance, procedures, etc.
 - Walt Marlowe sits on board of BSD Speclink. As Walt leaves, who replaces him?
 - Review nominations for Region and Institute positions.

Leadership Training (Jack)

- Attendance was not good for Treasurer Session.
- Will proceed with Secretary for next session.
- Morgan to propose date. Perhaps January

Old Business

- Elections
 - Region elections, next year, will be handled individually
 - Bruns to develop a team to handle logistics of election process.
 - Nominations have been submitted to Kelly Porter
 - Hank Hondorff
 - Jim McDonald
 - Ken Schmidt (VP)
 - Ed Brown (Sec)
- Audit
 - Kristin Welty and Mike Brannan and Morgan reviewed Pitman's books and found no issues. Filed with CPA and 990 with IRS. Will send to Schrock for record.
- Insurance
 - No update from Babinec
- Strategic Plan

New Business

- Membership Loss
 - Have lost 21 members since July.
 - Need to help chapters



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Next Meeting: GLR Board Meeting Monday, December 15, 2014 @ 4:00 p.m. (EST)
Adjourned at 5:00 PM