

## **CSI Board Meeting Minutes**

### **Houston Chapter CSI**

**Location: HESS Building - 5430 Wertheimer Road - Houston, TX**

**November 23, 2015**

Present: Alex Bernard, Betsy Finch, Brian Selig, Chris Eakins, Chris Whitmire, Chuck Vojtech, Don Smith, Doug Frank, Gerard Linton, Holly Jordan, Jeff Holstein, Neil Byrne, Phyllis Joseph, Victoria Raineri, Wade Arnold

President Holly Jordan called the meeting to order at 4:03 p.m.  
The September 2015 Board Meeting Minutes were approved.

### **Vice President Reports**

#### **Finance/Administration: Chuck Vojtech**

Chuck discussed the benefits of the chapter having a post office box and also changing bank accounts. Neil commented that a stand alone address, a permanent address, makes sense. Phyllis "moved that Chuck or Wade obtain the post office box and handle opening a new bank account." Motion was seconded and approved. Neil suggested leaving the current bank account open for six months.

#### **Treasurer's Report: Wade Arnold**

Wade reported there is approximately \$7,000.00 sitting in the PayPal account. Chuck discussed the PayPal account status and commented it would be best to start a new PayPal account. Holly mentioned there is another option called Swipe. Chuck will check on this option and report back in January. Wade distributed the current finance report to the board members.

#### **Professional Development: Bob Woodburn**

Holly reported the chapter needs to offer the CDT boot camp during the region conference.

#### **CDT Certification: Greg Quintero**

No report.

### **Member Services:**

Holly reported the Member Services position is vacant and needs to be filled. Wade "moved to appoint Chris Eakins Vice President of Member Services." Motion was seconded and approved.

#### **Programs: Alex Bernard**

Alex reported Pat Kiley is scheduled to speak at the January 2016 meeting. He also stated display tables will be available.

#### **Membership: Chris Eakins**

Chris reported currently the chapter has one hundred and sixty four members. Holly stated the chapter should start to receive membership reports soon. She also reported the chapter received the Outstanding Chapter Award.

#### **Awards: Gerard Linton**

Doug asked if the chapter received the award plaques from the HESS Club. Gerard will inquire and advise.

#### **Golf: Holly Jordan**

Wade reported the chapter made approximately \$6,500 from the golf tournament and there are funds available for scholarships. Holly reported sponsorships and players were down this year. Neil mentioned the AGC holds their tournament at Herman Park; it is a more central location and easier to get in and out.

**Public Services: Phyllis Joseph**

Phyllis reported the issues with the newsletter have been worked out.

SPEC.tectonics: Don Smith

Don reported the September issue had been posted but October and November had not been posted.

Electronic Communications: Logan Vits

Holly reported Logan will post the holiday party information and the January meeting information.

**Other Business**

SCR Conference: Victoria Raineri

The conference will be held April 14 - 16 at the Hilton Houston Post Oak Hotel. Holly reported Mark Dorsey will attend the conference. Holly wants the April meeting to be held at the region conference and also award the scholarships at the meeting.

Holiday Party:

Brian reported the Holiday Party will be December 3 from 6:00 until 8:00 p.m. at Cottonwood. Brian stated he is working with finance/treasurer on the budget. The board members discussed the amount to charge attendees. Brian "moved to charge \$20.00 and one can good per person." The motion was seconded and approved. Holly said the party information will be sent out vial email and she will also mention it at the chapter meeting. Brian also mentioned the chapter having another fundraiser, such as a bowling tournament, during the year. The board will discuss further.

Meeting adjourned at 5:18 pm.

***Betsy Finch, CSI  
Chapter Secretary***