



HOUSTON CHAPTER BOARD MEETING

October 31, 2017 2:00 PM

LOCATION: 1233 West Loop South #900, Houston, Texas

Minutes recorded by Rhonda Bowles

ATTENDEES:

Chuck Vojtech	Bill Fairbanks	Jeff Holstien
Bob Woodburn	Michelle Martin	Alex Bernard
Caroline Koop	Rhonda Bowles	James Sandoz
Ken Black	Dustin Adler	

Location: 1233 West Loop South #900

- 1. Call to Order:** President- Bill Fairbanks at 1:54 PM
- 2. September 25, 2017 Minutes Approval:** Motion by Alex Bernard; Second by Chuck Vojtech. Motion carried unanimously
- 3. Finance/Administrative:**

Treasurer Report - Dustin Adler

 - Status to date – Update to be available at next Board meeting
 - Golf revenue - Update to be available at next Board meeting
 - Michelle Martin – Finance/Administrative – No new items for discussion
- 4. Member Services:** Chuck Vojtech
Program Committee - Ken Black, Jeff Holstein
 - 11/27/17 Board meeting to be held at Page per Ken Black's invitation
 - February 2018 Chapter meeting tentative topic Submittal Panel Discussion; HESS location
 - 1/22/2018 Chapter meeting – Annual Pat Kiley Houston 2018 Construction Industry Forecast
 - 12/11/17 Chapter meeting Happy Hour & Holiday Toy Collection; location to be determined. Motion by Caroline Koop; Second by Dustin Wade; Motion carried unanimously
- 5. Public Services:**

Alex Bernard – Media meeting results

 - Established media advertising rates
 - Rate schedule to be published on website
 - Photos of Kirby Tour to be posted on website
- 6. Professional Development:**

Bob Woodburn –

 - Consider Spring Exam, maybe joining with large architectural firm to host boot camp
 - Requesting change to allow CSI to divulge prospective exam participants
- 7. Foundation Board Election:**
 - Ron Trevathan - agreed to serve 3 year term; Motion by Bob Woodburn, Second by Vojtech, Motion carried unanimously
 - Dan Holt – agreed to serve 3 year term; Motion by Jeff Holstien, Second by Ken Black, Motion carried unanimously
 - Foundation Board Member Di-Ann Reid and James Sandoz terms end in June 2018
- 8. Insurance:** Agreed to approve policy purchase upon policy review at a BOD meeting.



9. Other Business:

- a. Discussed need for specifiers to have higher valuation
- b. Discussed CSI Chapter Meeting Venues
- c. Scheduled Planning Meetings for 11/13/17 & 1/8/2018 at 2:00 via SamePage
- d. Board of Directors meetings – legal for video 11/28/2017 Tuesday; no decision;

10. Closing Comments:

- a. Consider changing monthly meetings from Mondays to Tuesdays. United Way available.
- b. Everyone look for Chapter Meeting venues
- c. Planning meetings: 11/13/17 and 1/8/18 at 2:00 via SamePage video call.
- d. BOD meetings: Tuesday 11/28/17 2:00 via SamePage video call? None scheduled for December 2017

11. Adjournment: Motion by Bill Fairbanks, Second by Chuck Vojtech; 3:01 pm