

Memphis Chapter CSI Board FY10

**Memphis Chapter CSI Board Meeting**

Date and Time: 25-Feb-10  
 Location: Racquet Club of Memphis  
 Minutes By: S Jay Sweeney

**Officers**

President	Pam Davidson	Present
President-Elect	Charles Cooper	Present
Vice President, Prof	Ron Roberts	Present
Vice President, Ind	Carl Drennan	Present
Treasurer	John Bigham	
Secretary	S Jay Sweeney	Present
Past President	Gary Copeland	Present
Student President	Drake Young	
Assistant Secretary (Non-Voting)	Julie Varnado	
Assistant Treasurer (Non-Voting)	Wally Bostelmann	Present

**Directors**

09 - 12 Professional	Harvey Wilmoth	
09 - 12 Industry	Wally Bostelmann	Present
07 - 10 Professional	Byron Graves	Present
07 - 10 Industry	Mike Eckles	Present
08 - 11 Professional	Edith Washington	Present
08 - 11 Industry	Danny Clark	

**Minutes**

Item	Discussion/Action
Last Month Minutes	January meeting minutes were approved.
Treasurer's Report	John Bigham was not present. See attached budget report dated February 12, 2010. Ron Roberts indicated additional checks from the Product Display Show have not been credited at this time. Money from recent sales of cars from the 50th anniversary has also not been credited.

**Committee Reports**

Committee	Chair/Co-Chair	Report/Discussion/Action
Academic Affairs	Gary Coffey/Stewart Joe	No report.
Awards	Gary Copeland/Scott Guidry	Applications for Regional awards for the CSI Memphis Web-Site and the Perspective issue highlighting the 50th Anniversary Party will be sent out tomorrow.
Banquet/Christmas	Dexter Varnell/Bryan Donnaud	No report.
Certification	Edith Washington/Harvey Wilmoth	Edith Washington indicated 10 students are in certification class being instructed by Gary Copeland, Harvey Wilmoth, Gary Coffey and Charles Cooper. Harvey Wilmoth has been coordinating the classes in Edith's absence. Three classes and a review session are left. Edith and Harvey are going to meet and discuss marketing the CSI program to additional schools.
Chapter operations	Jim Neison/Cliff Watson	No report.

Conference/Convention	Bryan Wardlaw/Mike Zielinski	Bryan Wardlaw indicated March 16th is the deadline for receiving early registration prices for the 2010 Gulf States Regional Conference. The conference is being held in Shreveport, Louisiana on April 16 and 17. See attached Conference report for anticipated reimbursable costs and money set aside by Memphis Chapter for reimbursable costs. The next Board Meeting will be March 15th due to Product Display Show. Attendance at Regional Conference can be reviewed at that time. The April Board Meeting and Chapter Meeting will be held April 22 so as not to conflict with the Regional Conference.
Database	Tanya Guidry/Mary White	No Report.
Education	Harvey Wilmoth/Mary White	Three classes are scheduled for the Product Display Show; two on Building Information Modeling and one on Concrete Slab Waterproofing. CDT classes began on January 24 and will conclude in March. See attached education report for additional details. Registration for classes at Product Display Show can be made on-line.
Fellowship	Wally Bostelmann	No Report
Finance	Jim Neison/Cliff Watson	No Report
Golf Tournament	Ron Spurlin/Gary Copeland	Ron Spurlin indicated this year's golf tournament will be on June 28th, same time and details as last year. CSI Golf Tournament file was given to Ron by Pam Davidson.
Historian	Ron Roberts/Don Manley	No Report
Magazine Adds	John Shrack/Jay Sweeney	No Report
Magazine Editor	Duke Walker	No Report
Membership	Rachel Gardner/Nikol Daniels	Two classes at ITT Technical School were visited by Wally Bostelmann, Ron Roberts, Tommy Smith and Pam Davidson to present the CSI program. Four students will be taking the certification test. Additional students are interested but have class conflicts. See attached Education Report for additional details.
Nominations	Charles Cooper	Charles Cooper indicated he would present the slate of officers for next year at the March Board Meeting.
Planning	Gary Copeland/John Bigham	No Report
Product Display Show	Ron Roberts/Gary Cofer	78 booths have officially been reserved for the 2010 Product Display Show. 12 more booths need to be sold in order to meet the budget but confirmation of two more booths is in process. Ron Roberts asked that everyone make contact with vendors in order to sell additional booths. Two bartenders have been signed up and Leonard's Barbecue will be providing food at the same price as last year. See attached Preliminary Budget Report for additional details.
Programs	Charles Cooper/Pam Davidson	Tonight's Chapter Meeting program is on Dual Master Formats and will be presented by Tommy Smith; past Memphis Chapter presidents will be honored.
Publicity	Randy Haynes/Carl Drennan	No Report
Scholarship	Jack Moran/Julie Varnado	No Report

Table Top	Danny Clark/Mark Setterlund	Two presenters are scheduled for tonight's Membership Meeting.
Technical	Tommy Smith/Mike Eckles	Building Information Modeling will be the subject at the next SpecQuest meeting to be held at the University of Memphis Holiday Inn at 11:30 am on March 5, 2010.
Bylaws & Operating Guide	Byron Graves	"Conference & Convention reimbursement policy for Students, Appendix E", see attached, was reviewed. It was agreed that paragraph No. 5 should be revised to contain a 30 days notification time before the date of the event. Paragraph No. 13 is to be clarified and determination is to be made as to which budget is funding the noted expenses. Byron Graves will revise and the revisions will be voted on at the March 15th Board Meeting. The Memphis Chapter's mission statement is to be reviewed at a later time.
Web Management	Scott Guidry	No Report

**Ad Hoc Committees**

	No Reports	

**Old Business**

Item	Discussion/Action

**New Business**

	No Reports

Next Board Meeting	3/15/2010 at 5:30 pm at Allen & Hoshall
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Adjournment

Submitted By S Jay Sweeney

# CSI Memphis

## Board of Directors Meeting February 25, 2010

### Sign-In Sheet

	Name	Organization
1	RON SPURLIN	ACME BRICK
2	MIKE ECKLES	ASSA BLOY DSS MID-AMERICA
3	BYRON GRAVES	RETIRED
4	CARL E DRENNAN JR	JOHN J COMPANY CO INC
5	WALLY ROSEMAN	ALLEN WB ASSOC
6	Pam Davidson	Allen v Alshall
7	GARY COPELAND	GARY COPELAND
8	S. JAY SWEENEY	TRO JUNG/BRANNEN
9	Ron Roberts	RETIRED
10	Bryan C. Wardlaw	
11	Jim Nelson	Retired
12	Steve Warkye	
13	SCOTT GUIDRY	AREHMANIA
14	Charles Cooper	Smith-Doyle Contr.
15	Dexter Varnell	Dexter Varnell P.E
16		
17		
18		
19		
20		

Banking  
2/12/2010

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Banking Alerts

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Date	Message
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Spending and Savings Accounts

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Account	Financial Institution	Min Bal	Int Rate	Ending Balance
Spending		0.00	Not Set	39,491.53
Checking		0.00	Not Set	0.00
Morrison Scholarship				708.98
Bulk Mail				10,077.69
Operating Reserve	B / A	0.00	Not Set	
			Subtotal	50,278.20
Savings				
PayPal	PayPal	0.00	Not Set	1,962.18
			Subtotal	1,962.18
			Total	52,240.38

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Credit Card Accounts

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Track your credit card spending. Add credit card accounts.

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Bill and Income Reminders

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Status	Due Date	Pay To / Receive From
X		
X		Set up a scheduled bill or deposit.

## Budget Report:2

7/1/2009 through 6/30/2010 Using Budget 09-10

2/12/2010

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Category Description	7/1/2009 Actual	- Budget	6/30/2010 Difference
<b>INCOME</b>			
R105 Dues Rebate	2,525.00	4,500.00	-1,975.00
R110 Chapter Dinner	2,758.59	4,900.00	-2,141.41
R111 Table Top Exhibits	115.00	175.00	-60.00
R115 Scholarship Fund	0.00	0.00	0.00
R120 Magazine Ads	0.00	3,000.00	-3,000.00
R125 Products Display Show	19,952.84	38,500.00	-18,547.16
R125.3 Registration For 2010 PDS	0.00	0.00	0.00
R130 Golf Tournament	5,239.77	6,500.00	-1,260.23
R135 Annual Banquet	0.00	1,000.00	-1,000.00
R137 50th Anniversary	8,966.41	3,850.00	5,116.41
R140 Misc Income	0.00	0.00	0.00
R141 Interest Income	5.10	25.00	-19.90
R148 Construct. Docs Class	0.00	1,500.00	-1,500.00
R152 PDS Seminar	0.00	1,200.00	-1,200.00
R160 Student Affiliate Sponsor	0.00	1,500.00	-1,500.00
<b>TOTAL INCOME</b>	<b>39,562.71</b>	<b>66,650.00</b>	<b>-27,087.29</b>
<b>EXPENSES</b>			
E203 Program	140.00	324.00	184.00
E204 Attendance Incentive	100.00	175.00	75.00
E205 Region Dues	0.00	1,000.00	1,000.00
E210 Monthly Dinner	2,780.59	4,900.00	2,119.41
E215 Scholarship	0.00	6,000.00	6,000.00
E220 Monthly Magazine	3,150.55	4,500.00	1,349.45
E221 Website	47.99	300.00	252.01
E225 Products Display Show	1,573.48	18,000.00	16,426.52
E230 Golf Tournament	4,488.07	6,000.00	1,511.93
E235 Annual Banquet	0.00	1,000.00	1,000.00
E236 Holiday Party	1,957.81	300.00	-1,657.81
E237 50th Anniv. Expense	9,218.39	5,500.00	-3,718.39
E240 Misc. Expense	9.27	0.00	-9.27
E241 Flowers, Gifts	91.72	100.00	8.28
E242 Donations	0.00	0.00	0.00
E243 Awards	0.00	800.00	800.00
E244 Chevrons	0.00	100.00	100.00
E245 Student Affiliate	77.98	3,000.00	2,922.02
E245.1 Trades 'n' Trends	0.00	0.00	0.00
E246 Notification	0.00	100.00	100.00
E247 Fellowship Presentation	0.00	100.00	100.00
E248 Construction Docs Class	0.00	500.00	500.00
E250 Technical	0.00	100.00	100.00
E252 Education	150.00	800.00	650.00
E253 Certification	0.00	250.00	250.00
E260 Insurance	-156.00	350.00	506.00

## Budget Report:2

7/1/2009 through 6/30/2010 Using Budget 09-10

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Category Description	7/1/2009 Actual	- Budget	6/30/2010 Difference
E261 Chapter Guide	0.00	75.00	75.00
E262 Membership	115.83	400.00	284.17
E263 Historian	0.00	200.00	200.00
E264 Officers' Expenses	630.15	475.00	-155.15
E270 Reg Trng Conf	2,632.78	2,000.00	-632.78
E275 Region Conference	0.00	2,500.00	2,500.00
E280 Institute Natl Meetings	0.00	5,000.00	5,000.00
E290 Accounting, Legal	0.00	1,101.00	1,101.00
Uncategorized	0.00	0.00	0.00
<b>TOTAL EXPENSES</b>	<b>27,008.61</b>	<b>65,950.00</b>	<b>38,941.39</b>
<b>OVERALL TOTAL</b>	<b>12,554.10</b>	<b>700.00</b>	<b>11,854.10</b>

## Transaction

7/1/2009 through 6/30/2010

2/12/2010

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 6/30/2009</b>								<b>38,972.25</b>
7/1/2009	Checking	2487	Mike Grebe	actual date ...	E230 Golf T...		R	-100.00
7/1/2009	Checking	2488	Charles Co...	actual date ...	E230 Golf T...		R	-75.00
7/1/2009	Checking	2489	Jack Moran	actual date ...	E230 Golf T...		R	-50.00
7/1/2009	Checking	2490	William Gam...	actual date ...	E230 Golf T...		R	-100.00
7/1/2009	Checking	2491	Daily Gammell	actual date ...	E230 Golf T...		R	-100.00
7/1/2009	Checking	2492	Powers Manl...	actual date ...	E230 Golf T...		R	-100.00
7/1/2009	Checking	2493	Steve Gardner	actual date ...	E230 Golf T...		R	-75.00
7/1/2009	Checking	2494	Tom Gevers	actual date ...	E230 Golf T...		R	-75.00
7/1/2009	Checking	2495	Mark House	actual date ...	E230 Golf T...		R	-75.00
7/1/2009	Checking	2496	Kris Whitson	actual date ...	E230 Golf T...		R	-50.00
7/1/2009	Checking	2497	Danny Valle	actual date ...	E230 Golf T...		R	-50.00
7/1/2009	Checking	2498	Lee Haag	actual date ...	E230 Golf T...		R	-50.00
7/1/2009	Checking	2499	Olive Branch...		E230 Golf T...		R	-1,254.48
7/1/2009	Checking	2500	Mark Melton ...		E230 Golf T...		R	-1,027.25
7/1/2009	Checking	2501	Olive Branch...		E230 Golf T...		R	-1,257.75
7/8/2009	Checking	DEP	... Various		--Split--	--Split--	R	2,260.00
7/8/2009	Checking	DEP	CSI - National		R105 Dues ...		R	550.00
7/8/2009	Checking		Deposit Corr...		R130 Golf T...		R	-20.00
7/10/2009	Checking	2502	Scott Guidrey		E221 Website		R	-47.99
7/10/2009	Checking	2503	Signs Now		E230 Golf T...		R	-44.46
7/10/2009	Checking	2504	Pam Davidson		E264 Officer...		R	-146.34
7/13/2009	Checking	DEP	Golf Tourna...	Solar Defen...	R130 Golf T...		R	4,610.00
7/18/2009	Checking	2506	Tennessee ...	Corporate ...	E264 Officer...		R	-20.00
7/23/2009	Checking	DEP	Various		R137 50th A...		R	180.00
7/23/2009	Checking	DEP	Various		R137 50th A...		R	800.00
7/27/2009	Checking		Checking		[PayPal]		R	472.35
8/13/2009	Checking	DEP	CSI - National		R105 Dues ...		R	330.00
8/13/2009	Checking	DEP	... Various		--Split--	--Split--	R	150.00
8/13/2009	Checking	DEP	... Various		--Split--	--Split--	R	500.00
8/20/2009	Checking	2509	Pam Davidson		E264 Officer...		R	-163.81
8/20/2009	Checking	2510	Pam Davidson		E270 Reg Tr...		R	-352.55
8/20/2009	Checking	2511	Charles Co...		E270 Reg Tr...		R	-379.30
8/20/2009	Checking	2512	Nikole H Da...		E270 Reg Tr...		R	-150.00
8/20/2009	Checking	2513	Pam Davidson		E237 50th A...		R	-37.13
8/20/2009	Checking	2515	Ron Roberts		E270 Reg Tr...		R	-297.83
8/20/2009	Checking	2517	Wally Bostel...		E270 Reg Tr...		R	-248.24
8/20/2009	Checking	2514	Pam Davidson		E237 50th A...		R	-60.97
8/20/2009	Checking	2516	James A. Ne...		E270 Reg Tr...		R	-276.52
8/20/2009	Checking	2518	Tommy Smith		E270 Reg Tr...		R	-359.61
8/20/2009	Checking	2507	Void Check				R	0.00
8/21/2009	Checking	DEP	Various		R137 50th A...		R	1,290.00
8/21/2009	Checking	DEP	Various		R137 50th A...		R	450.00
8/27/2009	Checking	2519	...K-Graphics		--Split--	--Split--	R	-520.03
8/27/2009	Checking	TXFR	Postmaster	Check #2520	[Bulk Mail]		R	-600.00
8/27/2009	Checking	2521	...K-Graphics		--Split--	--Split--	R	-660.75

## Transaction

7/1/2009 through 6/30/2010

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
8/27/2009	Checking	2522	Signs Now		E230 Golf T...		R	-4.13
8/28/2009	Checking	DEP	Various		R137 50th A...		R	1,300.00
8/28/2009	Checking	DEP	Various		R137 50th A...		R	1,220.00
8/28/2009	Checking	DEP	Various		R137 50th A...		R	405.00
8/28/2009	Checking	2523	Gary Copela... Refund		E237 50th A...		R	-60.00
9/2/2009	Checking	2524	Memphis Lit...		E237 50th A...		R	-50.00
9/4/2009	Checking	2525	Joyce Kisling entertainment		E237 50th A...		R	-150.00
9/4/2009	Checking	2526	Pam Davidson		E237 50th A...		R	-66.86
9/4/2009	Checking	2527	Racquet Club		E237 50th A...		R	-8,599.73
9/4/2009	Checking	2528	Pam Davidson		E237 50th A...		R	-93.10
9/4/2009	Checking	2529	June Varnell		E237 50th A...		R	-32.78
9/5/2009	Checking	2530	Ron Roberts		E237 50th A...		R	-67.82
9/9/2009	Checking	DEP	Various		R137 50th A...		R	845.00
9/10/2009	Checking	2531	Pam Davidson		E264 Officer...		R	-40.00
9/10/2009	Checking	DEP	CSI - National		R105 Dues ...		R	360.00
9/13/2009	Checking	2532	Pam Davidson		E262 Memb...		R	-49.05
9/17/2009	Checking	TXFR	... Checking	Chevy gift t...	--Split--	--Split--	R	0.00
9/22/2009	Checking	DEP	... Various		--Split--	--Split--	R	965.00
9/23/2009	Checking	DEP	CSI - National		R105 Dues ...		R	280.00
9/23/2009	Checking	2533	RCM Banqu... Deposit on ...		E210 Monthl...		R	-1,080.32
9/25/2009	Checking	2534	Edith Washi... Expense rei...		E270 Reg Tr...		R	-216.24
9/25/2009	Checking	2535	Randall Hay...		E270 Reg Tr...		R	-352.49
9/30/2009	Checking	DEP	Various		R110 Chapt...		R	80.00
10/2/2009	Checking	2536	k-Graphics	Sep 09	E220 Monthl...		R	-423.79
10/3/2009	Checking	TXFR	Checking		[PayPal]		R	278.71
10/6/2009	Checking	2537	Agricenter Int'l Security de...		E225 Produc...		R	-800.00
10/15/2009	Checking	2538	Gary Cofer		E245 Studen...		R	-77.98
10/15/2009	Checking	2539	James A. Ne...		E240 Misc. ...		R	-9.27
10/15/2009	Checking	2540	Harvey Wilm...		E264 Misc. ...		R	-65.83
10/15/2009	Checking	2541	Dempsie B. ...		E215.1 Schl...		R	-744.00
10/15/2009	Checking	TXFR	... Checking	Chevy gift s...	--Split--	--Split--	R	0.00
10/15/2009	Checking	2542	Lenny's		R110 Chapt...		R	-479.43
10/16/2009	Checking	DEP	Dempsie B. ...		E260 Insura...		R	156.00
10/16/2009	Checking	DEP	Various		R110 Chapt...		R	585.00
10/23/2009	Checking	DEP	Southern Arc...3rd place b...		R125 Produc...		R	855.00
10/23/2009	Checking	2543	k-Graphics	Sep 09	E220 Monthl...		R	-474.85
10/23/2009	Checking	DEP	CSI - National		R105 Dues ...		R	285.00
10/30/2009	Checking	2544	Ron Roberts	Shipping Di...	E225 Produc...		R	-213.45
11/16/2009	Checking	2545	k-Graphics	Nov 09	E220 Monthl...		R	-465.74
11/19/2009	Checking	2546	Woodruff-Fo...		E236 Holid...		R	-225.00
11/19/2009	Checking	TXFR	... Checking	Chevy gift t...	--Split--	--Split--	R	0.00
11/19/2009	Checking	TXFR	... Checking	Attendance...	--Split--	--Split--	R	0.00
11/24/2009	Checking	DEP	... Various		--Split--	--Split--	R	635.00
11/30/2009	Checking	DEP	CSI - National		R105 Dues ...		R	240.00
12/4/2009	Checking	2547	RCM Banqu...		E210 Monthl...		R	-780.00
12/10/2009	Checking	DEP	Various Ven... booth rentals		R125 Produc...		R	925.00
12/10/2009	Checking	DEP	... Various		--Split--	--Split--	R	2,375.00

## Transaction

7/1/2009 through 6/30/2010

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
12/14/2009	Checking	2548	Pam Davidson		E241 Flower...		R	-91.72
12/15/2009	Checking	DEP	Various Ven...	booth rentals	R125 Produc...		R	470.00
12/16/2009	Checking	DEP	Various Ven...	booth rentals	R125 Produc...		R	925.00
12/17/2009	Checking	2549	AIA/CES		E252 Educat...		R	-150.00
12/18/2009	Checking	2550	Pam Davidson		E236 Holida...		R	-150.75
12/18/2009	Checking	2551	Draper Cater...		E236 Holida...		R	-858.03
12/19/2009	Checking	2552	Pam Davidson		E236 Holida...		R	-100.00
12/22/2009	Checking	DEP	Various		R138 Holida...		R	900.00
12/23/2009	Checking	DEP	CSI National...		R105 Dues ...		R	200.00
12/30/2009	Checking	DEP	Various Ven...	booth rentals	R125 Produc...		R	1,982.50
1/6/2010	Checking	DEP	Various Ven...	booth rentals	R125 Produc...		R	3,711.00
1/12/2010	Checking	2553	Woodruff-Fo...		E236 Holida...		R	-477.00
1/12/2010	Checking	2554	k-Graphics	Nov 09	E220 Monthl...		R	-431.54
1/12/2010	Checking	2555	June Varnell		E236 Holida...		R	-91.42
1/12/2010	Checking	2556	Dexter Varnell		E236 Holida...		R	-55.61
1/12/2010	Checking		Checking		[PayPal]		R	1,295.56
1/17/2010	Checking	2557	Rachel Gard...		E262 Memb...		R	-39.24
1/17/2010	Checking	2558	Rachel Gard...		E262 Memb...		R	-27.54
1/20/2010	Checking	DEP	Various Ven...	booth rentals	R125 Produc...		R	1,035.00
1/21/2010	Checking	TXFR	... Checking	Chevy gift t...	--Split--		--Split--	0.00
1/22/2010	Checking	DEP	Various Ven...	booth rentals	R125 Produc...		R	990.00
1/22/2010	Checking	DEP	... Various		--Split--		--Split--	860.00
1/22/2010	Checking	DEP	CSI - National		R105 Dues ...		R	280.00
1/25/2010	Checking	2559	Michael Joh...		E204 Attend...			-25.00
2/8/2010	Checking	DEP	Kenton Kile		R110 Chapt...			20.00
2/8/2010	Checking	DEP	Various Ven...	booth rentals	R125 Produc...			1,625.00
2/8/2010	Checking	2560	RCM Banqu...		E210 Monthl...			-920.27
2/10/2010	Checking	2561	Kate Bidwell	Poster Desi...	E225 Produc...used c...			-300.00
2/12/2010	Checking	DEP	Various Ven...	booth rentals	R125 Produc...			2,037.50
2/12/2010	Checking	TXFR	Bulk Mail Ac...	Check #2562	[Bulk Mail]			-600.00
7/30/2009	Operating R...		Interest Earn...		R141 Interes...		R	0.86
8/30/2009	Operating R...		Interest Earn...		R141 Interes...		R	0.86
9/30/2009	Operating R...		Interest Earn...		R141 Interes...		R	0.83
10/30/2009	Operating R...		Interest Earn...		R141 Interes...		R	0.86
11/30/2009	Operating R...		Interest Earn...		R141 Interes...		R	0.83
12/30/2009	Operating R...		Interest Earn...		R141 Interes...		R	0.86
1/30/2010	Operating R...		Interest Earn...		R141 Interes...		R	0.86
7/1/2009	PayPal	DEP	Johnson		R130 Golf T...			164.77
7/1/2009	PayPal	DEP	Guidry		R137 50th A...			61.07
7/17/2009	PayPal	DEP	Page		R137 50th A...			91.75
7/27/2009	PayPal	TXFR	Checking		[Checking]			-472.35
8/13/2009	PayPal	DEP	Huserik		R137 50th A...			61.07
8/19/2009	PayPal	DEP	Wardlaw		R137 50th A...			61.07
8/22/2009	PayPal	DEP	Flowers		R137 50th A...			30.38
8/26/2009	PayPal	DEP	Faulhaber		R137 50th A...			61.07
9/14/2009	PayPal	DEP	Huserik		R110 Chapt...			21.06
9/14/2009	PayPal	DEP	Johnson		R110 Chapt...			21.06

Transaction

7/1/2009 through 6/30/2010

2/12/2010

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
9/15/2009	PayPal	DEP	Green		R110 Chapt...			23.00
10/3/2009	PayPal	TXFR	Checking		[Checking]			-278.71
10/7/2009	PayPal	DEP	Varnell		R110 Chapt...			14.75
10/12/2009	PayPal	DEP	J Parnell		R110 Chapt...			9.90
11/3/2009	PayPal	DEP	Chris Bird		R110 Chapt...			19.75
11/5/2009	PayPal		Yahoo Inc.					-24.95
11/10/2009	PayPal	DEP	Montgomery ...		R110 Chapt...			19.75
11/11/2009	PayPal	DEP	Susan Mealer		R110 Chapt...			19.75
11/13/2009	PayPal	DEP	Steve Libby		R110 Chapt...			19.75
11/16/2009	PayPal	DEP	Martin Wade		R110 Chapt...			19.75
11/17/2009	PayPal	DEP	Robert Huserik		R110 Chapt...			19.75
12/17/2009	PayPal	DEP	Ron Roberts		R138 Holid...			48.98
1/5/2010	PayPal	DEP	Kirk Newell		R125 Produc...			594.19
1/12/2010	PayPal	DEP	Karen Christ...		R125 Produc...			534.19
1/12/2010	PayPal	DEP	Emilie Ward for Morriso...					23.97
1/12/2010	PayPal	TXFR	Checking		[Checking]			-1,295.56
1/18/2010	PayPal	DEP	Montgomery ...		R110 Chapt...			19.75
1/19/2010	PayPal	DEP	Stephan Libby		R125 Produc...			494.18
1/22/2010	PayPal	DEP	Rudolf Kaye		R125 Produc...			474.76
2/1/2010	PayPal	DEP	James Murphy		R125 Produc...			474.76
2/10/2010	PayPal	DEP	John Braas		R125 Produc...			474.76
8/11/2009	Bulk Mail		Postmaster		E220 Monthl...			-101.57
8/27/2009	Bulk Mail		Bulk Mail Ac... Check #2520		[Checking]			600.00
9/11/2009	Bulk Mail		Postmaster		E220 Monthl...			-93.57
10/1/2009	Bulk Mail		Postmaster		E220 Monthl...			-93.28
10/29/2009	Bulk Mail		Postmaster		E220 Monthl...			-103.09
12/30/2009	Bulk Mail		Postmaster		E220 Monthl...			-103.65
2/5/2010	Bulk Mail		Postmaster		E220 Monthl...			-198.72
2/12/2010	Bulk Mail		Bulk Mail Ac... Check #2562		[Checking]			600.00
<b>7/1/2009 - 6/30/2010</b>								<b>13,268.13</b>
<b>BALANCE 6/30/2010</b>								<b>52,240.38</b>

<b>TOTAL INFLOWS</b>	<b>44,798.57</b>
<b>TOTAL OUTFLOWS</b>	<b>-31,530.44</b>
<b>NET TOTAL</b>	<b>13,268.13</b>

CSI Gulf States Region Conference 2010

Shreveport, Louisiana

April 16 & 17

CSI Memphis Chapter – Reimbursable Cost per Member

- Conference Attendance Fee - \$175.00
- Hotel Rate – 2 nights @\$119.00/night = \$238.00 (not including tax)
- Mileage Rate – 1 RT = 694 mi @ \$.19/mi - \$131.86

**Total = \$544.86** per member

**Chapter Budget FY 2010 – Item E275 = \$2,500.00**

CSI Student Chapter – Reimbursable Cost per Student

- Conference Attendance Fee - \$50.00
- Hotel Rate – 2 nights @\$119.00/night = \$238.00 (not including tax)
- Mileage Rate – 1 RT = 694 mi @ \$.19/mi - \$131.86

**Total = \$419.86**

**Chapter Budget FY 2010 – Item E245 = \$3,000.00**

## **EDUCATION COMMITTEE REPORT**

To: President and Board of Directors, CSI – Memphis

From: Harvey Wilmoth, Chair, Education Committee  
Mary White, Co-Chair, Education Committee

Date: February 25, 2010

### **PDS Education Seminars**

Three seminars are scheduled, two on Building Information Modeling (B.I.M) and one on Concrete Slab Waterproofing. The B.I.M. seminars are scheduled for 9-11 a.m. and 1-3 p.m.; the Waterproofing seminar is scheduled for 3 p.m. The seminars are accredited for AIA LUs and Engineering PDHs. The presentations will be in Conference Room A at the Agri-Center International.

An advertising brochure, designed by Terry Lawson of Allen & Hoshall, was sent to the printer last week, along with a mailing list of 275 recipients.

### **Construction Documents Technology Class**

The Class initial meeting was January 24 with an enrollment of ten learners. In the class of ten there are four professional engineers, two architectural techs and four are students at ITT Technical Institute. Attendance has been consistently high and the learners attentive. Gary Copeland, Gary Cofer, the Legal Counsel from HBG, Edith Washington, and Harvey Wilmoth have shared the instructor roles. Classes will conclude March .... The dates for the CDT test have not been released; I expect seven or eight to take and pass the test. Edith already challenged them last week with a pop-quiz.

Memphis Chapter was contacted by a Construction Management instructor from ITT Technical Institute expressing an interest in CSI and the guidance they could get through CSI. Wally Bostelmann, Ron Roberts, Tommy Smith and Pam Davidson met with one group at ITT Tech at noon; Wally, Pam and Harvey Wilmoth met with a second group at 6 p.m. Around twenty students and faculty gathered to learn how CSI can guide and assist their training and their careers. These four have applied for student membership in CSI and are investigating the formation a student affiliate chapter at ITT Tech. Other student whose class schedules conflicted with the current class schedule want CSI to do another CDT class this Spring.

**CSI - Memphis  
2101 Products Display Show**

**Preliminary Budget Report**

<u>Booth Status</u>	<u>ACTUAL</u>	<u>BUDGET</u>
Booth Count:	93	
Booths Reserved	78	
Complimentary Booths	7	
 <u>Income:</u>		 \$ 38,500.00
Income Pledged to Date:	\$ 31,500.00	
Income Received to Date:	\$ 23,622.00	
 <u>Expenses:</u>		
Space Rental:	\$ 2,800.00	
Electrical Outlets:	\$ 2,000.00	
Food Caterer	\$ 2,600.00	
Beverages/Mixers	\$ 400.00	
Door Prizes	\$ 600.00	
Tickets	\$ 400.00	
Postage	\$ 140.00	
Printing/Mailing	\$ 700.00	
Beer/Ice/Cups	\$ 600.00	
Exhibitor Packets	\$ 300.00	
Hicks	\$ 6,400.00	
Return CSI Display	\$ 43.00	
CSI Display Poster	\$ 84.00	
	\$ 17,067.00	\$ 18,000.00
 <u>Projected Income as of this date</u>	 \$ 14,433.00	 \$ 20,500.00

**NOTE: We need to sell 12 more Booths to make Budget!**

## APPENDIX "E"

### Conference & Convention reimbursement policy for Students.

**Definitions:** Conference and/or Convention attendees will be referred to as Delegates. Chairman, unless otherwise specified, will be the Academic Affairs Chairman. The words subsidy and reimbursement may be used interchangeably.

1. Institute and Chapter membership must be current as of the first and last day of the Conference/Convention.
2. It is the responsibility of each delegate to understand the rules and regulations which govern qualifying for subsidies.
3. The Chairman will provide copies of subsidy requirements and limitations to each conference/convention applicant.
4. All subsidies are contingent upon available budgeted funds.
5. The Chairman will determine how many Student delegates will be subsidized and the monetary amount, and will notify the Conference and Convention chairman the names of the approved Student Affiliate delegates.
6. Subsidies will not exceed actual approved expenses.
7. Reimbursement will be limited to the rates for: (1) early registration cost; (2) early hotel rates; (3) transportation costs to the Conference or Convention.
8. Transportation costs will be: (1) For Institute Conventions, early air fare or driving mileage paid at the IRS Business Mileage rate, whichever is the least; (2) For GSR Conferences, early air fare or driving mileage paid at the IRS Medical Rate, whichever is the least.
9. Early registration rates, early hotel rates and early air fare rates will be confirmed by the Conference/Convention Chairman – no exceptions will be made.
10. Student Affiliate members must express to the Chairman his/her intent to attend, by the Board meeting date prior to the event.
11. The Chairman will advise the delegates of the reimbursement rate as soon as the number of delegates is determined.
12. The Chairman will have the responsibility to determine the number of allowable approved delegates after reviewing the budgeted amount.
13. The President and President-elect are fully funded for the 3 approved expenses – Student Affiliate officers are the next priority for funding, contingent on funds available.

14. Active participation and attendance at Student Affiliate meeting and/or Memphis Chapter meetings may determine who will be approved as a delegate if an inordinate number apply for funding.
  15. Written requests for reimbursements, along with original copies of the expense receipts, must be submitted within 45 days of the last day of the event to receive payment.
  16. The Board can approve expenditures above the budget amount prior to the event, but not after the event.
  17. No attendee can be assured of 100% reimbursement of costs.
  18. Students funding will be drawn from the Student budget line item – not from Memphis Chapter budgeted funding for Conference and/or Conventions.
  19. Delegates are representatives of the Memphis Chapter and/or the Memphis Chapter Student Affiliate and are expected to conduct themselves in a dignified manner, attend the business meetings, the Region Caucus, educational workshops, display floor or any other scheduled activities such as opening ceremonies.
  20. Students, upon returning from a Conference or Convention, will as a condition of reimbursement, promptly write an article for the Perspective magazine relating their experience and submit the article through the Conference and Convention Chairman
- .....

## **DRAFT #2 – MEMPHIS CHAPTER MISSION STATEMENT**

### **MEMPHIS CHAPTER CSI 2010 MISSION STATEMENT**

Offer opportunities to Chapter members and members of the construction community to improve leadership and communication skills by scheduling functions where ideas can be shared through networking and fellowship.

Schedule venues such as the annual Products Display Show, Table Top presentations, workshops and monthly programs, providing opportunities to enhance the knowledge of preparing and interpreting construction documents, current construction practices, methods and materials.

Support student members by mentoring and providing leadership opportunities. Provide scholarships to students through the Demspie B. Morrison Scholarship Fund.

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**DRAFT #1 – MEMPHIS CHAPTER MISSION STATEMENT**

### **MEMPHIS CHAPTER CSI 2010 MISSION STATEMENT**

Offer opportunities to Chapter members and members of the construction community to improve leadership and communication skills by scheduling functions where ideas can be shared through networking and fellowship.

Provide venues such as the Annual Product Show, Table Top presentations, workshops and monthly programs to provide opportunities for gaining technical skills and knowledge of current construction practices, methods and materials.

Support student members by mentoring and providing leadership opportunities. Provide scholarships to students through the Demspie B. Morrison Scholarship Fund.