

Memphis Chapter CSI Board FY10

Memphis Chapter CSI Board Meeting

Date and Time: 21-Jan-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	Present
Secretary	S Jay Sweeney	Present
Past President	Gary Copeland	Present
Student President	Drake Young	
Assistant Secretary (Non-Voting)	Julie Varnado	Present
Assistant Treasurer (Non-Voting)	Wally Bostelmann	Present

Directors

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

Minutes

Item	Discussion/Action
Last Month Minutes	Minutes were approved without changes.
Treasurer's Report	See attached budget reports. Chapter dues were discussed and a motion was made not to raise chapter dues for next fiscal year; motion was second and approved.

Committee Reports

Committee	Chair/Co-Chair	Report/Discussion/Action
Academic Affairs	Gary Coffey/Stewart Joe	No Report
Awards	Gary Copeland/Scott Guidry	Chapter and individual award applications prepared by Gary Copeland have been reviewed and corrected by Scott Guidry and Gary Copeland. The applications were sent in and Pam Davidson has received confirmation that the applications were received. Kate Bidwell sent in essays for the Dale Moll Student Activity Fund.
Banquet/Christmas	Dexter Varnell/Bryan Donnaud	Pam Davidson indicated Christmas Party was \$135.00 over budget.
Certification	Edith Washington/Harvey Wilmoth	CDT Certification classes start on February 28. Cost will be \$100.00 for members, \$125 for non-members and \$50 for students. Edith Washington wants to purchase 5 specification guide books at \$236 a piece. Only \$500 was budgeted for certification. Harvey Wilmoth will underwrite the cost of the guide books, to be paid back as the books are used.

Chapter operations	Jim Neison/Cliff Watson	No Report
Conference/Convention	Bryan Wardlaw/Mike Zielinski	No Report
Database	Tanya Guidry/Mary White	No Report.
Education	Harvey Wilmoth/Mary White	The Product Show will include 2 BIM classes at \$50 each and one class on floor slab moisture barriers at \$25 per person. See attached education report from Mary M. White.
Fellowship	Wally Bostelmann	No Report
Finance	Jim Neison/Cliff Watson	No Report
Golf Tournament	Ron Spurlin/Gary Copeland	No Report
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	Nikol Daniels announced Marshall Burke as a new member.
Nominations	Charles Cooper	Charles Cooper reported no new nominations at this time.
Planning	Gary Copeland/John Bigham	No Report
Product Display Show	Ron Roberts/Gary Cofer	Ron Roberts indicated 63 booths had been sold. Cost is \$450.00 for members and \$550.00 for non-members. A formal report will be provided next month. Volunteers are needed to man CSI Booth and to act as Greeters.
Programs	Charles Cooper/Pam Davidson	
Publicity	Randy Haynes/Carl Drennan	No Report
Scholarship	Jack Moran/Julie Varnado	No Report
Table Top	Danny Clark/Mark Setterlund	Danny Clark indicated two table top presentations will have been scheduled for the CSI Membership Meetings through May 2010.
Technical	Tommy Smith/Mike Eckles	Tommy Smith indicated a Spec Quest contact list is being developed. The next Spec Quest meeting will discuss the problems with dual MasterFormats.
Bylaws & Operating Guide	Byron Graves	Byron Graves presented drafts of changes to the Operating Manual for Mission Statement and Planning Committee. Tommy Smith suggested adding verbiage containing the word "Specification" to the Mission Statement. Several discussions were held concerning the purpose and plan produced by the planning committee. Overlap of planning and work by committees was noted. Wally Bostelmann indicated some of the actions being described as responsibility of Planning Committee were more in line with an Oversight Committee or Chapter Operations. Action on changes to Operating Manual was deferred to the next Board Meeting.
Web Management	Scott Guidry	No Report

Ad Hoc Committees

	No Reports	

Old Business

Item	Discussion/Action
	John Bigham verified that the AIA Provider Fee has been paid.

New Business

	No Reports

Next Board Meeting	2/25/2010 at 4:00 pm at Racquet Club
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Adjournment

Submitted By S Jay Sweeney

CSI BOARD MEETING
JANUARY 21, 2010



1. S. JAY SWEENEY
2. GARY COPELAND
3. WALLY POSTELMANN
4. John Bigham
5. Byron Graves
6. CARL E. DRENNAN JR
7. HARVEY WILMOTH
8. CHARLES COOPER
9. Julie Yamada
10. Randall Haynes
11. Nikole Daniels
12. Pam Davidson
13. Tommy Smith
14. Ron Roberts
15. DANNY CLARK

Banking
1/17/2010

Banking Alerts

Date Message

Spending and Savings Accounts

Account	Financial Institution	Min Bal	Int Rate	Ending Balance
Spending		0.00	Not Set	33,193.74
Checking		0.00	Not Set	0.00
Morrison Scholarship				307.70
Bulk Mail				10,076.83
Operating Reserve	B / A	0.00	Not Set	43,578.27
			Subtotal	
Savings				1,319.53
PayPal	PayPal	0.00	Not Set	1,319.53
			Subtotal	
			Total	44,897.80

Credit Card Accounts

Track your credit card spending. Add credit card accounts.

Bill and Income Reminders

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

1/17/2010

Page 1

Category Description	7/1/2009 Actual	- Budget	6/30/2010 Difference
INCOME			
R105 Dues Rebate	2,245.00	4,500.00	-2,255.00
R110 Chapter Dinner	1,948.84	4,900.00	-2,951.16
R111 Table Top Exhibits	25.00	175.00	-150.00
R115 Scholarship Fund	0.00	0.00	0.00
R120 Magazine Ads	0.00	3,000.00	-3,000.00
R125 Products Display Show	12,346.88	38,500.00	-26,153.12
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	8,946.41	3,850.00	5,096.41
R140 Misc Income	0.00	0.00	0.00
R141 Interest Income	3.41	25.00	-21.59
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
TOTAL INCOME	30,755.31	66,650.00	-35,894.69
EXPENSES			
E203 Program	120.00	324.00	204.00
E204 Attendance Incentive	75.00	175.00	100.00
E205 Region Dues	0.00	1,000.00	1,000.00
E210 Monthly Dinner	1,860.32	4,900.00	3,039.68
E215 Scholarship	0.00	6,000.00	6,000.00
E220 Monthly Magazine	2,951.83	4,500.00	1,548.17
E221 Website	47.99	300.00	252.01
E225 Products Display Show	1,273.48	18,000.00	16,726.52
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

1/17/2010

Page 2

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
TOTAL EXPENSES	25,544.62	65,950.00	40,405.38
OVERALL TOTAL	5,210.69	700.00	4,510.69

Transaction

7/1/2009 through 1/17/2010

1/17/2010

Page 1

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
BALANCE 6/30/2009								38,972.25
7/1/2009	Checking	2487	Mike Grebe	actual date ...	E230 Golf T...		R	-100.00
7/1/2009	Checking	2488	Charles Coo...	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 Coo...		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 1/17/2010

1/17/2010

Page 2

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 Kisting 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 Holida...		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 1/17/2010

1/17/2010

Page 3

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...			-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...			3,711.00
1/12/2010	Checking	2553	Woodruff-Fo...		E236 Holida...			-477.00
1/12/2010	Checking	2554	k-Graphics	Nov 09	E220 Monthl...			-431.54
1/12/2010	Checking	2555	June Varnell		E236 Holida...			-91.42
1/12/2010	Checking	2556	Dexter Varnell		E236 Holida...			-55.61
1/17/2010	Checking	2557	Rachel Gard...		E262 Memb...			-39.24
1/17/2010	Checking	2558	Rachel Gard...		E262 Memb...			-27.54
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...				R	0.83
12/30/2009	Operating R...		Interest Earn...				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
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	Shipping Di...	R138 Holida...			48.98
1/5/2010	PayPal	DEP	Kirk Newell		R125 Produc...			594.19
1/12/2010	PayPal	DEP	Karen Christ...		R125 Produc...			534.19

Transaction

7/1/2009 through 1/17/2010

1/17/2010

Page 4

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
1/12/2010	PayPal	DEP	Emilie Ward	for Morriso...				23.97
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
7/1/2009 - 1/17/2010								5,925.55
BALANCE 1/17/2010								44,897.80
TOTAL INFLOWS								34,116.44
TOTAL OUTFLOWS								-28,190.89
NET TOTAL								5,925.55

CSI MEMPHIS CHAPTER EDUCATION COMMITTEE REPORT

JANUARY 21, 2010 BOARD MEETING

Summaries for product show seminars have been provided by the two participating vendors, Jeff Jenkins and Lance Escue.

Lance Escue has provided a pdf file color brochure for the Barrier-Bac seminar along with information about the speaker. This information was emailed to Pam Davidson. Hard copies will be available for review at the meeting.

Jeff Jenkins of Applied Technology Group, Inc. provided the BIM seminar information that was included in the education committee report submitted at the December board meeting.

Regards,

Mary M. White, Pickering