The Construction Specifications Institute – Nashville Chapter

Board of Directors Meeting

Meeting Date: October 19, 2021

Present: Harry Harris, Jerry Curtis, Jill Colby, Derek Hickman, Kent Kile, Carl Manka, Tiffany Goulet, Jack Potter

Note: Meeting held both in-person and via ZOOM.

Call to Order

1. Harry Harris called the meeting to order and distributed the agenda.

Initial Discussion

1. **September Board Meeting Minutes**
   A. The minutes were approved with a motion by Jill Colby, second by Jerry Curtis, and consensus from the board.
2. **CSI Restructuring – Effective July 1, 2022**
   A. Harry reported that we will have a discussion and relay this information to the general membership at this month's chapter meeting.
   B. Asked for assistance from Kent and Carl.
3. **Products Show**
   A. There was discussion to consider holding the event in 2022 the day before the national conference in Nashville; best way to organize this and is June a good time?
   B. Tiffany is exploring options for a venue.
   C. Melanie has offered to help.
   D. Tiffany would like to Product Show chair to help organize.
4. **2022 Gulf States Region Committee**
   A. Harry asked for more volunteers for the committee.

Committee Reports

Awards: Harry Harris reporting for Troy Williams

1. Harry accepted the Outstanding Chapter Commendation Award at this year's conference.
2. Recommended we begin work on next year's awards; include newsletter submission.

Professional Development: Ray St. Germain

1. No report.

Certification: Lynn Jolley and Carl Manka

1. Would like to focus more on Emerging Professionals; asked for suggestions.

Membership: Jill Colby

1. 114 is current membership count.
2. Several new members in the past month.
3. Carl has analyzed membership patterns and the majority of members have been with CSI five years or less; he will compose a list of memberships lost in 2019 and 2020 and those gained in 2021.
4. Suggestions welcomed for keeping members, especially new ones.
   a. Kent suggested asking them to become involved in chapter committees.
   b. Consider offering them a mentorship to keep them engaged.
   c. Jill mentioned that scheduling more events might help.
   d. Carl suggested composing a questionnaire and sending out to members.

Newsletter: Harry reporting for Dawn Gonzalez

1. November or December 2021 likely timeframe for next issue.
2. Lynn and Carl each are developing an article.
3. Other articles/info requested.

Technical: Jerry Curtis

1. Programs are booked through December 2021.
2. Suggestions welcomed for presenters.
3. Jerry will become Gulf States Region President in 2022-2023 and asked for someone to take over his role as chair of Technical.

Programs: Harry Harris reporting

1. Braxton McIntyre with Fortress Building Products (presenting this month) can return in November for another presentation but will need to schedule it for the second Tuesday; Specheads to be scheduled for the third Tuesday.
2. Consider Holiday party for December
   a. Lane Motor Museum is an option.
   b. Harry mentioned that a spacious venue might be ideal due to Covid concerns.
3. Justin is developing a presentation on solar energy; time frame - TBD.

Planning: Harry Harris reporting

1. This role needs to be filled; suggestions welcomed.

Social Media: Kevin Liegibel

1. No report.

Academics/ Emerging Professionals: Kevin Liegibel & Kevin Russell

1. No report.

Special Events: Harry Harris reporting for Justin Huff

1. Justin is exploring options for tours.
2. Let's discuss CSI/IFMA relationship with Justin; joint events have not taken place for some time.
3. Consider scheduling golf tournament for the Spring?

Treasury: Jack Potter

1. Current financials were reported.

Website: Kevin Liegibel

1. No report.

Photography: Jim Christain

1. No report.

Meeting adjourned.

Respectfully Submitted,

Derek Hickman

cc: All Attendees, Officers, Directors and Committee Chairs