The Construction Specifications Institute – Nashville Chapter

Board of Directors Meeting

Meeting Date: November 9, 2021

Present: Harry Harris, Jerry Curtis, Jill Colby, Justin Huff, Kent Kile, Carl Manka, Tiffany Goulet, Jack Potter, Lynn Jolley, Jim Christain.

Guest: Rex Garton

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. **October Board Meeting Minutes**
   A. The minutes were approved with a motion by Jack Potter, second by Jerry Curtis, and consensus from the board.
2. **CSI Restructuring – Effective July 1, 2022**
   A. Harry reported that we will attempt to have a discussion and relay this information to the general membership at this month's chapter meeting.
3. **Products Show**
   A. Due to updates with the regional conference, there is consensus to hold this year's event at a different time than the regional event.
4. **2022 Gulf States Region Conference Committee**
   A. June 23-25
   B. Tiffany and Melanie have been working on organizing this.
   C. Harry asked for more volunteers for the committee.
   D. Several hotels have been contacted
   E. Spring Hill Suites in Coolsprings seems to be the best option; there was consensus to proceed with securing this location.
   F. Keynote speaker is needed.
   G. Sponsorship ideas need to be developed.
5. **Golf Event**
   A. Justin suggested we consider Topgolf this year; there was consensus that this might be the best option.
   B. The venue would offer a good opportunity for networking.
   C. There would not be much area for vendors so we would need to develop ideas for ways they could market their products.
6. **Holiday Party**
   A. A venue and date need to be decided on soon.
   B. Tiffany has looked into Lane Motor Museum.
   C. Justin suggested Pins Mechanical; parking is a potential concern that needs to be addressed.

Committee Reports

Awards: Harry Harris reporting for Troy Williams

1. Harry accepted the Outstanding Chapter Commendation Award at this year's conference and sent a scanned copy to all board members and committee chairs.
2. Recommended we begin work on next year's awards.

Professional Development: Ray St. Germain

1. No report.

Certification: Lynn Jolley and Carl Manka

1. A reminder for 2022 CDT classes will be sent in the near future.

Membership: Jill Colby

1. An email was sent discussing the proposed change to Membership chair responsibilities.
    a. Jill would be Membership liaison.
    b. Tarro Jeffries would be responsible for communications; Carl offered his assistance until Tarro has a grasp on his role.
2. There was consensus to proceed with this change.

Newsletter: Harry reporting for Dawn Gonzalez

1. Articles and information were requested for the next issue.

Blog: Harry reporting for Dawn Gonzalez

1. Information was requested.

Technical: Jerry Curtis

1. Programs are booked through December 2021.
2. Several vendors have offered to present in 2022.

Programs: Harry Harris reporting

1. November's program on solar energy and storage will be presented by Justin Huff.
2. 2022 presentations are needed.

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: Justin Huff

1. Justin is exploring options for tours.
2. There is opportunity for CSI/IFMA relationship exist once again; more information to come.

Treasury: Jack Potter

1. Current financials were reported.
2. Tax documents have been submitted and accepted.
3. Jack asked for another option for the chapter's address due to the current P.O. box not being used often.

Website: Kevin Liegibel

1. Jack suggested that we consider merging the site with Emma.

Photography: Jim Christain

1. No report.

Meeting adjourned.

Respectfully Submitted,

Derek Hickman

cc: All Attendees, Officers, Directors and Committee Chairs