The Construction Specifications Institute – Nashville Chapter

Board of Directors Meeting

Meeting Date: March 15, 2022

Present: Harry Harris, Jerry Curtis, Carl Manka, Jack Potter, Jill Colby, Derek Hickman, Justin Huff, Tarro Jeffries-Freer, Lynn Jolley, Jim Christain

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. **February Board Meeting Minutes**
   A. The minutes were approved with a motion by Jack Potter, second by Jerry Curtis, and consensus from the board.
2. **Kent Kile**
   A. Jerry Curtis reported that Kent had suffered a fall that has him hospitalized.
   B. It was suggested that we form a committee to take over a church project Kent was leading.
   C. Jerry will be acting Gulf States Region President until Kent has recovered.
3. **CSI Restructuring – Effective July 1, 2022**
   A. Jack and Carl recommended we not sign the chapter agreements that institute has sent out until more information is known; it was suggested maybe we shouldn't sign at all.
   B. The agreements would likely conflict with some of our chapter bylaws.
   C. Justin will look into USGBC's agreements to see how their chapters are set up.
   D. Consensus that we ask other CSI chapters and professional organizations how they are set up.
4. **Products Show**
   A. No update.
   B. It was noted that others chapters have already scheduled products shows.
5. **2022 Gulf States Region Conference Planning**
   A. Meeting is scheduled for Friday, March 18 to develop the agenda for the conference.
   B. Tiffany and Melanie will participate via ZOOM.
6. **Chapter Awards Banquet**
   A. Harry asked if this could be a possibility before end of fiscal year.
   B. There was consensus to discuss this further.

Committee Reports

Awards: Troy Williams

1. No report.

Professional Development: Harry reporting for Ray St. Germain

1. March's program has been approved for CEU's.

Certification: Lynn Jolley and Carl Manka

1. Classes are in progress and going well.
2. Over 50 attendees; this is the most in course history.
3. Carl to ask how many intend to take the exam.

Membership: Jill Colby and Tarro Jeffries-Freer

1. 108 is the current membership count.
2. Several inquiries this month regarding joining.
3. Carl has contacted several of the non-affiliated chapter members to gauge their interest in joining; he has received two responses and one intends to join in July.

Newsletter: Harry reporting for Dawn Gonzalez

1. The latest *Specifacts* was issued and received positive reviews.
2. Articles and information for the next issue were requested.

Blog: Harry reporting for Dawn Gonzalez

1. Input was requested.

Technical: Jerry Curtis

1. Programs are booked through September 2022.
2. Presenters are interested in scheduling for the remainder of the year.

Programs: Harry Harris reporting

1. March's program on Stucco in warm/humid climates to be presented by Harry Lubitz of UGL.
2. April's presentation likely will be a State of the State update by Tennessee State Architect, Ann Guaran.
    a. It was suggested that we invite IFMA, USGBC, or another organization to this meeting.
3. May's meeting hopefully will have one of the two programs:
    a. The redevelopment of Nashville's Second Avenue by Ron Gobbell.
    b. A presentation by the Dean of Belmont's O'More College of Architecture and Design regarding its program.

Planning: Harry Harris reporting

1. This position needs to be filled; suggestions welcomed.
2. Justin recommended the calendar be up-to-date.

Social Media: Kevin Liegibel

1. No report.

Academics/ Emerging Professionals: Harry reporting for Kevin Liegibel & Kevin Russell

1. No report.

Special Events: Justin Huff

1. Justin suggested scheduling a Topgolf event in the Srping and gold tournament in the fall.
2. Topgolf event would likely draw a more diverse group of participants; consider holding it in mid to late Spring due to it being easier schedule.
3. Harry to contact Daltile's Director of Sales, Phil Graves, regarding scheduling a tour of their Dickson plant.

Treasury: Jack Potter

1. Current financials were reported.
2. The need to keep the chapter's P.O. box should be evaluated.
3. Jack would like to step down from the treasurer position at some point; advised that he will mentor his replacement.

Website: Harry reporting for Dawn Gonzalez

1. Dawn has been developing the website.
2. Carl reported only two chapters in the region are using Starchapter.
3. Other chapters use platforms such as Facebook or Squarespace, which cost less than Starchapter.

Photography: Harry reporting for Jim Christain

1. Photos were sent to Dawn for the most recent newsletter.

<u>Additional Items for Discussion</u>

1. **National Organization of Minority Architects – Nashville (NOMAnash) Donation**
    A. Lynn asked for a $2,000 donation from our chapter to help distribute coloring books to Metro Nashville elementary students.
    B. Donors will be listed in the books.
    C. A decision at April's board meeting is requested.
2. **CSI Girls Construction Camp**
    A. Harry has sent out information for the camp.
    B. There was consensus this is a positive event for CSI.

Meeting adjourned.

Respectfully Submitted,

Derek Hickman

cc: All Attendees, Officers, Directors and Committee Chairs