The Construction Specifications Institute – Nashville Chapter

Board of Directors Meeting

Meeting Date: April 19, 2022

Present: Harry Harris, Jerry Curtis, Carl Manka, Jack Potter, Jill Colby, Melanie Kenney, Derek Hickman, Tiffany Goulet, Kent Kile, 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. **March Board Meeting Minutes**
   A. The minutes were approved with a motion by Jack Potter, second by Jerry Curtis, and consensus from the board.
2. **Products Show**
   A. Consider holding the event in 2023, possibly in the Spring.
   B. Locations suggested were Trevecca University and the new facilities at the Nashville Fairgrounds.
   C. In addition to having a new and more spacious venue, the Fairgrounds also offer more parking.
   D. We can discuss further after the regional conference.
3. **2022 Gulf States Region Conference Planning**
   A. Tiffany reported progress in obtaining sponsorships, most recently from T.W. Frierson; she would like to secure $3,000-$5,000 more.
   B. Two CEU presentations are scheduled; one more is needed.
   C. Jill to send the Eventbrite link to Tiffany so she can distribute emails for the event.
   D. The new keynote speaker is Dan Brown, the Historic Sites Program Director for the Tennessee Historical Commission.
   E. June 22 is the deadline to send financial information for the conference to Jack.

Committee Reports

Awards: Harry reporting for Troy Williams

1. Harry would like to submit Lynn Jolley and Carl Manka for their work with the CDT course.
   a. Nashville chapter is the only one in the region that holds the classes.
   b. Several members from outside of the chapter attended this year.
2. He would also like to submit Specheads for an award.
3. Other suggestions for awards submissions were requested.

Professional Development: Harry reporting for Ray St. Germain

1. Ray continues to work on having programs approved for CEU's.

Certification: Lynn Jolley and Carl Manka

1. This year's course has ended and was a success.
2. Approximately 50 attendees each week; excellent turnout.
3. Several new members attended.

Membership: Jill Colby and Tarro Jeffries-Freer

1. 103 is the current membership count.
2. There have been several new members to sign up recently.
3. Tiffany spoke to Greg Baker of Continental Building Solutions and he intends on joining the chapter.
4. Carl reported that several of the CDT course attendees were new members.

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.
3. There will be more information regarding this year's Gulf States Region Conference to publish.

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. April's program will be a presentation by Tom Lowing, the Architectural Chair at the O'More College of Architecture and Design at Belmont, regarding their program.
2. May's presentation will be a State of the State update by Tennessee State Architect, Ann McGauran.

Planning: Harry Harris reporting

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

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. No report.

Treasury: Jack Potter

1. Current financials were reported.

Website: Harry reporting for Dawn Gonzalez

1. Dawn has been continuing with development of the site.

Photography: Jim Christain

1. Harry suggested that we schedule more events so Jim can photograph.

<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 vote was held with consensus from all board members to approve this donation.

2. **DCP/Institute Programs**
   A. Harry emailed a synopsis to the board members of a previous Institute webinar on the new chapter agreements.
   B. He will be receiving a copy of thate ZOOM meeting that he will send to the board.

Meeting adjourned.

Respectfully Submitted,

Derek Hickman

cc: All Attendees, Officers, Directors and Committee Chairs