The Construction Specifications Institute – Nashville Chapter

Board of Directors Meeting

Meeting Date: May 17, 2022

Present: Harry Harris, Carl Manka, Jill Colby, Melanie Kenney, Derek Hickman, Tiffany Goulet, Justin Huff

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. **April Board Meeting Minutes**
   - A. The minutes were approved with a motion by Jill Colby, second by Justin Huff, and consensus from the board.
2. **Products Show**
   - A. Consider holding the event in Spring of 2023, mainly due to this year's national conference being held in the fall.
   - B. Trevecca University and the Fairgrounds are two potential venues being considered.
3. **2022 Gulf States Region Conference Planning**
   - A. Registration information has been sent out.
   - B. Program specifics are being finalized.
   - C. Tiffany reported substantial progress in obtaining sponsorships; she would like to secure more.
   - D. Harry has been discussing the Emerging Professionals panel with Beth Meadows and will contact Randall Lewis to ensure they aren't covering the same topics.
   - E. "Swag Bags" have been ordered.
   - F. Tiffany asked for ideas for an extra activity for Saturday afternoon.
     - i. She suggested attending the Sounds' game.
     - ii. Transportation will not be included for an event due to high cost.
4. **Kent Kile Update**
   - A. Tiffany reported that Kent's condition is improving and that he expressed gratitude for the cards, gifts, meals, and thoughts that he and his wife have received.
5. **2022-2023 Planning**
   - A. A planning retreat needs to be scheduled; this is usually held in July.
   - B. Justin mentioned that we should consider holding chapter meetings at a new location; one that can accommodate more attendance and better networking opportunities.
     - i. Consider Adventure Science Center again?
     - ii. Maggiano's was suggested but this would require changing the day of the monthly meetings due to IFMA holding their meetings there on the same day as ours.
   - C. Melanie suggested holding a membership drive at the end of June.

Committee Reports

Awards: Harry reporting for Troy Williams

1. Harry is working on awards to submit.

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.
2. Carl reported that several new members attended.

Membership: Jill Colby and Tarro Jeffries-Freer

1. No report.

Newsletter: Harry reporting for Dawn Gonzalez

1. Articles and information for the next issue were requested.
2. Gulf States Regional Conference information will be included.

Blog: Harry reporting for Dawn Gonzalez

1. Input was requested.

Technical: Harry reporting for 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. May's program will be a State of the State update by Tennessee State Architect, Ann McGauran.
2. The presentation will be an update on current SBC accomplishments and include projects recently built, under construction, or in development.

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. Consensus that Topgolf has the best potential for attendance; need to schedule date.
    a. The only downside is there is not much space for sponsorships.
2. There was discussion that we consider scheduling two golf events, perhaps the other being a traditional golf tournament.

Treasury: Jack Potter

1. No report.

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. Donation for $2,000 donation to help distribute coloring books to Metro Nashville elementary students was approved at April's board meeting.

2. DCP/Institute Programs

A. Harry reported there was a recent institute webinar on the new chapter agreements.
B. He will be receiving a copy of that ZOOM meeting that he will send to board members.

Meeting adjourned.

Respectfully Submitted,

Derek Hickman

cc: All Attendees, Officers, Directors and Committee Chairs