The Construction Specifications Institute – Nashville Chapter

Board of Directors Meeting

Meeting Date: April 18, 2023

Present: Justin Huff, Harry Harris, Jill Colby, Jim Christain, Tim Lambe, Carl Manka, Derek Hickman, Jack Potter, Tara Mitchell, Jerry Curtis, Lynn Jolley, Collin Huse

Call to Order

1. Justin Huff called the meeting to order and began the discussion of board business.

Initial Discussion

1. **January, February, and March 2023 Board Meeting Minutes**
   A. The minutes need to be approved at May's board meeting due to no quorum present.

2. **Board Roster for 2023-2024 – Harry Harris reporting for Tiffany**
   A. Tiffany has most of the positions filled and will have the list finalized before next month's meeting.
   B. The roster needs to be voted on by membership at May's chapter meeting.

3. **2023 Products Show**
   A. No update.

4. **Blueprint Reading Class**
   A. Tech Hill Commons is the preferred venue; they can accommodate 25-100 seats.
   B. Consensus to start class size small for the first year to keep costs low.
   C. We need to schedule dates and teachers before we can move forward.
   D. Fee structure also needs to be determined.
   E. AGC and ABC have the best potential as market audience; likely young professionals, especially contractors.
   F. Need to decide if the class will focus on residential or commercial construction.
   G. A one-page outline should be developed to send out via email to gain interest.

5. **2023 Mayoral Forum – Justin Huff reporting**
   A. AEC Nashville has invited CSI Nashville chapter to attend and/or sponsor the event on May 27.
   B. Sponsorship cost would likely be $3,000.
   C. The event may be a good opportunity to find presenters for chapter meetings.

Committee Reports

Academics/Emerging Professionals: Kevin Liegibel

1. No report.

Awards: Jerry Curtis reporting for Troy Williams

1. Region awards need to be submitted by April 28.

Certification: Lynn Jolley and Carl Manka

1. This year's course has been completed.
2. 64 attendees; 17 or 18 were from out of state.
3. Jack suggested attempting to have the CDT course approved by NCARB for credits.

Communications: Tarro Jefferies-Freer

1. Blog: Dawn Gonzalez
   a. No report.
2. Newsletter: Dawn Gonzalez
   a. No report.

3. Social Media: Cullen Irish
    a. No report.
4. Photography: Jim Christain
    a. No report.
5. Website: Collin Huse
    a. No report.
6. Email Blasts: Jill
    a. No report.
7. Graphic Design: Tara Mitchell
    a. No report.

Membership: Jill Colby

1. Several new members form the CDT class.

Planning: Melanie Kenney

1. No report.

Professional Development: Ray St. Germain

1. No report.

Programs: Harry Harris

1. Harry continues his efforts to schedule programs; asked for any suggestions.

Special Events: Justin Huff

1. No report.

Technical: Harry Harris

1. Programs are scheduled through the end of 2024.

Treasury: Jack Potter

1. No report.

Meeting adjourned.

Respectfully Submitted,

Derek Hickman

cc: All Attendees, Officers, Directors and Committee Chairs