



**Greater Orlando Chapter  
Board Meeting – Order of Business  
September 02, 2014**

**CSI MISSION STATEMENT:** The mission of CSI is to advance building information management and education of project teams to improve facility performance.

**CSI's Core Values:** A diversified membership base of allied professionals involved in the creation and management of the built environment, Continuous development and transformation of standards and formats, Education and certification of professionals to improve project delivery processes, creation of practice tools to assist users throughout the facility lifecycle.

**I. Call to order: At 10:03 am**

Anne Roeper

**II. Roll / Establish Quorum:** Bd Members Present: **A Roeper, T Montero, L Zimmerman, R Moore**

Committee Members Present: **W Boehm, Clyde Denning, Royal Casey, Warren Doucette**

Others: **None**

**III. Previous minutes: May Bd Minutes submitted – Tom Montero; Approved as Submitted**

Secretary/Tom Montero

**IV. Treasurer's Report:**

Linda Zimmerman

\*Review and Adopt a Reserve Account Rule for our Chapter. **Discussed under budget**

FY 2015 proposed Budget – **Not ready for presentation**

**V. Board Reports:** Activities of President, Vice President and Directors; separate from Committee Reports

**No Bd Reports**

**VI. Secretary's Report:** Correspondence and Announcements – **No significant correspondence**

Tom Montero

**VII. Committee Reports:**

**a. Awards – Chapter awards that have not been picked up are available for distribution.**

Bill Boehm

**b. Membership –**

Clyde Denning

Stats for the month – **No report provided by the Institute; no new members for this month.**

**New member, Jeff Peters; Clyde will ask for a profile.**

**c. Programs –**

Warren Doucette

Oct – Scott Mulholland – Building Forensics

Nov – Galvanizers Assoc.

Dec – Holiday Pty – Mon. Dec. 1;

Jan – SEI FL – Tom Miller – Stucco Failures

Feb – SIKA – John Robinson – Roofing Failures

Mar – Greg Hardwick – Green Codes

Apr –

May –

**Several suggestions were submitted by Bill, Anne and Royal.**

Breakfast seminar? – **Short discussion but PaulB hasn't confirmed. Once decided we will look for a place.**

Table top sponsors – Can we get this offer up on the website as well as the lunch invite? **October sponsor will be Clyde as well. Put on announcement & in newsletter.**

Can we do a receipt via the treasurer? **YES** Pay Pal? **YES** Giveaways? **Provided by table top presenters in an effort to get to know the table top folks.**

- |                               |                                  |             |
|-------------------------------|----------------------------------|-------------|
| d. Certification –            | No Report                        | TBA         |
| e. Education –                | No Report                        | TBA         |
| f. Faculty Advisor –          | No Report                        | TBA         |
| g. Technical –                | No Report                        |             |
| h. Bylaws –                   | Report submitted, nothing to add | Tom Montero |
| i. Newsletter –               | Report submitted, nothing to add | Tom Montero |
| j. Marketing –                |                                  |             |
| k. Electronic Communication – |                                  | Royal Casey |

Updates on website - **Review New Web Site – Send password information to people that will need it.**

**Constant contact – Pay by Month! REVIEW!**

Contract with Apricote? – **Have been billed for the 1<sup>st</sup> month. Info to be provided. Because the Apricote is not moving forward, we'll stay with the CSI website. Royals will update the CSI website. Announcements are sent via ConstantContract. Want the current meeting announcement to be what is seen when the website comes up.**

- |   |                          |
|---|--------------------------|
| l. Planning – Goals of Chapter and efforts: | Anne Roeper              |
| m. Other Special Chapter Committees –       |                          |
| 1. District VP –                            | Anne Roeper              |
| 2. Liaisons                                 | Nelsy – USGBC; Tom – AIA |
| 3. Other                                    |                          |

**VIII. Old Business:** unresolved actions from previous meetings Anyone Present

- a. Reserve Fund –
- b. Virtual Meeting – **Paul N did not attend the board meeting.**
- c. CDT Boot Camp – **Anne will confirm w/Chip; currently only one signed up. Send Boot Camp info. Boot Camp to be at Cosentino Stone Showroom.**

**IX. New Business:** *new actions required of the Board* Anyone Present

- a. None

**XI. Adjournment** at 10:50am Anne Roeper