

MEETING MINUTES, 6/08/05~

Attendees:

Don Bannon (pres.),

Herb Ule (sec.)

Directors: William Waterston,

Tom Scarlata,

Howie Levine,

Elinore Charlton,

Shelly Hudson,

Pat Halm.

Region Director: Howie Levine.

Voting quorum was present.

*Treasurer:* Discussed changing of signatories. MOTION: Effective July 1, 2005 (the start of CSI's year), to remove Don Bannon, the out-going president, from all financial signatories lists, and to replace him with the incoming president, Mike McBride. PASSED. Note that William Lawliss, the current treasurer, remains as treasurer for the 2005-06 year.~Reminder to Mike McBride and the incoming board: It's advisable to establish next year's budget over the summer, based on the prior year's. This provides a benchmark going forward.~The chapter was incorporated in 1960. Will try to get the official papers. Also, Lacy Mitchell at CSI National said that she should be able to get a copy of the original charter.

*50th Anniversary Celebration Committee:* Howie reported that the committee has met a few times already and has tentative plans. The preferred date is May 6, 2006, with April 29th as the alternate. Hotels that are being considered include the Boston Park Plaza, Omni Parker, and Westin Copley. The concept is to make it a festive, elegant celebration of the chapter. Howie is lining up Broadway performers! They would like to hire one of ADD Inc.'s employees, who has experience working out all the details of such events. Howie anticipates that the budget for this event will be \$50,000- \$60,000. The chapter's 40th cost \$35,000. If fund-raising is successful, the event should cost the chapter less. The committee needs seed money to start making reservations. MOTION: To provide \$15,000 seed money to the Celebration Committee, as requested, for the purpose of making arrangements for the Celebration. PASSED. The committee will discuss with W. Lawliss how best to make the funds available and whether a separate account should be set up.~

*Student Chapters:* Discussed possibility of establishing student chapters, perhaps at Wentworth or Northeastern. Perhaps even a joint student chapter. Tom suggested that we should establish what exactly a student chapter would entail. The student membership fee is typically quite low. Would we issue vouchers for meetings? Would they be limited? Would we sponsor the students? Don proposed that we pay the dues for a professor willing to coordinate a student chapter. Don has three student guests tonight

*Bylaws:* Having spent quite some time this last year reading the bylaws, Don is convinced that they are antiquated and need updating and rewriting. Don has volunteered to spearhead that effort. There is supposed to be a committee in place, but it has been inactive.~

*Webmaster:* Chuck Mooney was the master for a time, but Kevin Murray has now taken over that responsibility. He has updated our entries. We could develop our own. Howie reminded us that the region is negotiating with Tectonics about the region's site.

*CSI National Convention:* Don attended the convention as President of our chapter. We previously approved reimbursement of up to \$1,500 each for both the president and vp. The vp attended through his firm. Don explained that he stayed longer than anticipated and attended CSI University. He is requesting reimbursement of approximately \$1,930 in convention costs. MOTION: To reimburse Don Bannon for documented convention expenses, up to a maximum of \$2,000. PASSED.

*MasterFormat 2004:* John Bunzick, through Herb, suggested that the chapter should buy a few MasterFormat 2004 books to distribute to local agencies to encourage its use. Mark Kalin will be meeting with DHCD to explain the changes. It was felt that perhaps a better approach would be to offer training in the new system.~Submitted by: Herb Ule, CCS Edwards & Kelcey, Inc.~