



## Santa Clara Valley Board Meeting Minutes

JUNE 7, 2018

Fiorillo's Restaurant  
638 El Camino Real  
Santa Clara, California

- I. The meeting was called to order by Chapter President Terri Sudbrook at 5:05 p.m.
- II. Attendees:
  - A. Board Members Present;
    1. Terri Sudbrook, AIA, CSI, CDT – President
    2. Ron Ronconi, CSI, AIA – Vice President
    3. Jim O'Keefe, CSI, CSI – Treasurer
    4. Tim Deal, CSI – Secretary
    5. Maia Gendreau, CSI, CDT, AIA – Past President
    6. Carmen Torres, CSI – Director
  - B. Region Director: Julie Barrett, CSI, CDT
  - C. Chapter member:
    1. Laura Hulberg, CSI
  - D. Guests:
    1. Sheryl Dodd-Hansen, FCSI
    2. Dane Dodd-Hansen, FCSI
- III. The minutes of the May meeting were issued and reviewed by those present. Minutes are approved as distributed.
- IV. Committee Reports
  - A. Marketing: No report
  - B. Education Seminar: No report
  - C. Programs/Technical/Social:
    1. Bill will be stepping down and we still need a topic for the November meeting. Terri will reach out to Hannah to send an email blast to the chapter asking for volunteers and topics.
  - D. Continuing Education: No report – awards ceremony will not have a speaker.
  - E. Greeter/Raffle: No raffle tonight due to awards ceremony.
  - F. Editor: Deadline is June 14<sup>th</sup> by noon.
  - G. Website: No report however we need to check permissions on the site due to events not being visible to non members or anyone who is not logged in. Krista will do some research and report back to the board.
  - H. Awards: No report
  - I. Operating/House: 17 attendees for tonight's dinner.
  - J. Toys-for-Tots: No report
  - K. Historian: No report
  - L. Membership: 62 members. Reminders were sent out for pending renewals.
  - M. Photographer: Laura will look into expanding the DropBox account to host pictures.
  - N. Certifications: OPEN
- V. Treasurer's Report:
  - A. Tax returns were filed for 2016 and 2017.
  - B. April report was recently distributed via email and the May report was distributed and reviewed.
- VI. Region Director's Report:
  - A. Notes from the West Region meeting were distributed and reviewed.

VII. President's Report:

- A. From the monthly Presidents Call, West Region has proposed a revenue generating opportunity to bring CDT training to our region through 10 session webinars. This 10-class series will cost \$100/webinar session for a total of \$1,000. This will be a wonderful opportunity for anyone interested in studying for the CDT exam. More details to follow. Our chapter will help facilitate this joint opportunity with West Region.

VIII. Unfinished Business:

- A. September Showcase Update: The committee feels there is not enough time for planning before the September showcase and proposed pushing it back to February of 2019. This will leave the September meeting date open and it was suggested to ask Gina Rodda to present.
- B. Discussion regarding increasing the board meeting to 90 minutes. A motion was made and seconded to change the board meeting to 4:30 – 6:00 PM. All were in favor, the motion carries.
- C. We need to research the permissions issue on the new site before further discussion on the switch from Brown Paper Tickets to PayPal.

IX. New Business:

- A. The July planning meeting will be held around the second week of July. An email will be sent with potential dates.

X. Announcements:

- XI. The meeting was adjourned by Chapter President Terri Sudbrook at 5:54 p.m.