



CSI Austin Chapter Board Meeting Minutes

February 1, 2019

A. Attendees:

Name	Position	Attended				
Anthony Garcia (AG)	President	<input checked="" type="checkbox"/> in Person	<input type="checkbox"/> Proxy	<input type="checkbox"/> Phone	<input type="checkbox"/> No	
William Massingill (WM)	President Elect	<input checked="" type="checkbox"/> in Person	<input type="checkbox"/> Proxy	<input type="checkbox"/> Phone	<input type="checkbox"/> No	
Cameron McElhany (CM)	Vice President	<input checked="" type="checkbox"/> in Person	<input type="checkbox"/> Proxy	<input type="checkbox"/> Phone	<input type="checkbox"/> No	
Kayla Maines (KM)	Secretary	<input checked="" type="checkbox"/> in Person	<input type="checkbox"/> Proxy	<input type="checkbox"/> Phone	<input type="checkbox"/> No	
Scott Mokry (SM)	Treasurer	<input type="checkbox"/> in Person	<input type="checkbox"/> Proxy	<input checked="" type="checkbox"/> Phone	<input type="checkbox"/> No	
Marina Reynaga (MR)	Past President	<input checked="" type="checkbox"/> in Person	<input type="checkbox"/> Proxy	<input type="checkbox"/> Phone	<input type="checkbox"/> No	
Becky Winovitch (BW)	Director 2019	<input checked="" type="checkbox"/> in Person	<input type="checkbox"/> Proxy	<input type="checkbox"/> Phone	<input type="checkbox"/> No	
Jevon Johnson (JJ)	Director 2020	<input checked="" type="checkbox"/> in Person	<input type="checkbox"/> Proxy	<input type="checkbox"/> Phone	<input type="checkbox"/> No	
TBD	Director 2021	<input type="checkbox"/> in Person	<input type="checkbox"/> Proxy	<input type="checkbox"/> Phone	<input checked="" type="checkbox"/> No	

A. **Call to Order:** Anthony Garcia called the meeting to order at **12:05 pm**.

B. **January 2019 Board Meeting Minutes:** Minutes were approved.

C. Committee Reports:

- Director 2021:** CSI Austin Chapter is looking for a member to fill the Director 2021 position. Board has a lead to be followed up with. **AG** will send a request for interest in this position to our Constant Contacts and also add the request in his president message for next month's NewsNote.
- Membership (WM/AG/AA):** **WM** and **AG** co-chair the Membership Committee. Board discussed and reviewed the membership spreadsheet saved to Google Drive and updated each month. The link to the email to expired members did not work and **AG** will repair the link so that all board members can access the email in the occasion that other board members are requested to email notifications to expired board members. A Board member will create draft correspondence to those on spreadsheet listed as "expired" for Board review. **WM** has a list of attendees of the Austin Build event held in January 2019 that expressed interest in joining the CSI Austin Chapter and will reach out to them.
- Chapter Meetings:** Effective 2/1/19, Chapter meetings will be held on the 2nd Wednesday of each month due to availability of AIA Austin space.
- Programs (WM):** AIA CES Attendance Sheet will be used when possible as general sign-in sheet for each meeting

Date	Name/ Topic	Lunch Sponsor
February 2019	Tour of Rainey St. Tower - 12 attendees max - 4PM - 2/13/19 - Plan Happy Hour Clive Bar (CSI Austin first round) - AG will inform AIA we will not need the space.	NA
March 2019	Affordable / Modular Housing Scott Ginder / ForgeCraft Architecture [WM is to confirm speaker availability on new meeting date]	Protecto Wrap-Rocky Hill
April 2019	TBD	TBD
May 2019	TBD [Tentative - AG to contact Gensler LEED Discussion – Airport Expansion May-November but not June]	TBD
June 2019	Pass-the-Gavel Party	N/A
July 2019	TBD	TBD
August 2019	TBD	TBD
September 2019	TBD	TBD
October 2019	TBD	TBD
November 2019	TBD	TBD

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December 2019

Holiday Party

N/A

- a. **WM** is in process of confirming that Tour of the Rainey Street Tower will be February 2019 meeting.
- b. **Possibilities for other programs:** [ideal to have 2 tours (one spring and one fall) only]
 - i) Tour of the Independent – back-up for February??
 - ii) LEED 4 Materials 20 products that meet criteria, contact a manufacturer [or Perkins & Will rep?]
 - iii) Seaholm Power Plant Conversion [**WM** to research options], Anthony Garcia also has contacts
 - iv) Chris Brown showroom presentation and lunch - **CM**
[see <http://www.exclusivewindowsanddoors.com/our-team>]
 - v) [Passive house design (Barley + Pfeiffer rep?)]
 - vi) City of Round Rock
 - vii) Austin Crane Services
 - viii) Arias Geotech
 - ix) Armor Affiliates
 - x) Fire Protection
 - xi) Bautex Insulated Concrete.
 - xii) Chandler Signs
 - xiii) Building Exterior Solutions, A Terracon Company - TFC Capitol-BECxP/Arch/GC/Owner – **KM**
5. **Future opportunities for conferences:** Need to update promotional materials.
6. **Publications (Christal Sedlock):** We will move content to the website. Christal will step down in March. Board to look for an interested individual to take on the Newsnote.
7. **Awards (CM):** “Outstanding Chapter Member Award” (\$100 budget for award). **CM** will purchase the award and provide **SM** the receipt for reimbursement. We will award the individual in 2019 at the next chapter meeting. Note: the 2018 recipient will be retiring in March 2019 and relocating to OK City.
8. **Publicity (WM):** No new business.
9. **Certification (CM):** The CDT has been updated and the CSI Austin Chapter is taking the following steps:
 - a. Study sessions for the CDT Exam will align with testing opportunities in Fall 2019 (tentatively scheduled for September-October 2019) will be organized as follows:
 - i) “CDT Exam Boot Camp” presented by Holly Jordan is confirmed for September 21, 2019. The board will endeavor to make the event as successful as possible.
 - ii) Location of event is to be determined so that initial event invitation can be sent out in March
 - b. Board discussed potentially making the CDT Study Events free to students (similar to the CDT event in February 2015).
 - c. **AG** will add to constant contact. March send out where people can register.
 - d. **MR** will research attendee number, potential space and cost for the program.
 - e. **KM** will verify if the BES/Terracon conference room is available and the number of attendees it can comfortably hold.
10. **Academic Programs (MR):** **WM** will investigate opportunities for CSI involvement in a) UT SoA and b) ACC’s Building Construction Technology program.
11. **Finance (SM):** **SM/AG/WM/CM** to meet with our bank to discuss options after compiling a budget, which will be discussed at next board meeting. **AG**, **SM** and **WM** will find a day they can all meet with a bank representative to consider the renting of a safety deposit box and should get done before the next board meeting.
12. **Communications / Social Media (Brad Bennet managing Twitter account):**
 - a. Facebook: <https://www.facebook.com/csiaustin>
 - b. LinkedIn: <https://www.linkedin.com/groups/12047365/profile>
 - c. Twitter: https://twitter.com/CSI_Austin_TX
 - d. A list of CSI Austin Chapter Social Media sites with username and passwords needs to be created to have and share with future Boards.
 - e. CSI Austin Chapter website: [CSI Austin Chapter](#)
 - f. **AG** to link media sites to constant contacts.

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13. House (CM):

a. Possibilities for lunch sponsors:

- i) Roxul (Jonathan Ram)
- ii) Omin Group (**MR** to provide contacts)
- iii) BASF (**JJ** to provide contacts)
- iv) Owens Corning (**AG** to provide contacts)
- v) HVAC reps such as Trane, etc (**JJ** suggestion)

14. Archives (AG): No new business

D. Ongoing Business:

- 1. Attendants to the 2019 SCR Spring Conference (4/4/19 – 4/6/19; in OKC) will be **MR** and **AG**.

E. New Business:

- 1. Future board meeting locations will alternate between O'Connell Robertson's office and the BES/Terracon Office. **WM** will set up a phone conference for future board meetings.

F. Motion to Adjourn: Motion to adjourn was made by Anthony Garcia, 2nd by Kayla Maines and approved by the Board; meeting adjourned at approximately **1:03 PM**; next Board Meeting scheduled to meet at O'Connell Robertson, 811 Barton Springs Road, Suite 900, Austin, TX 78704 **between 12p - 1p on Friday, March 1, 2019.**