



**Minutes of Meeting
Thursday, March 3, 2016**

I. GENERAL

- A. Roll Call - Kathryn Fuller, Matt Gunderson, Greg Henson, Jennifer Leui, Faith Brown, Stacey Henderson
- B. Absent – Doug Eadie, Ryan Rees
- C. Review of February Meeting Minutes
 - 1. The Meeting Minutes were unanimously approved as submitted.
- D. Treasurer's Report
 - 1. Total Income is \$544.28 (\$205.00 from Institute, \$.08 from Interest, \$339.20 from February Program) and Total Expenses were \$1,370.69 (\$1,121.10 for Faith's attendance to Region Conference, \$26.09 for GoDaddy Annual Site Fee, \$37.50 for Nametags, and \$186.00 for room at Center Place for the February Program). Washington Trust Balance is \$4,237.04. Matt noted he is expecting a catering invoice for the February Program. The Treasurer's Report was unanimously approved as submitted.

II. COMMITTEES

A. Programs: Greg Henson

- 1. February Program – Building Moisture Control; Center Place, Spokane Valley; February 11th – How'd It Go, Lessons Learned, etc.
 - a. Greg stressed the importance of sending out invites early to increase participation of subsequent events.
- 2. March Program – Planning in Progress; U District & Riverpoint Campus; Thursday, March 10th; McKinstry Office, 850 E. Spokane Falls Blvd, #100.
 - a. Presenters include Mark Mansfield (U-District Executive Director) and Bob Eggart (WSU Capital Planning). Program Sponsor is Vestis Systems. Red Lion BBQ will be catering and their cost to us is \$11.95 per person, plus tax. The flyer will go out later today and the registration link goes live today as well.



Greg will send flyers to AIA and DBIA. Everybody is encouraged to invite, invite, invite.

3. April Program – Planning in Progress; Net Zero & Sustainable Design; Moved to Thursday, April 21st; Joint CSI/AIA
 - a. Greg is attempting to get commitments from Net Zero, but calls are not being returned to him. The thought is that if there is no commitment, this may be pushed out to another date (possibly October) and we may do building tours instead. AIA is still committed to the Program. Anticipated venue Anthony's.
4. May Program – Planning in Progress; Amazing Race CSI Style; Thursday, May 12th
 - a. Team Leaders are needed who will go with their team to each course and participate in an activity. Greg will reach out to AIA to see if they are interested in participating. There will be a meeting on March 23rd to discuss further.

B. Education & Certification: Eric Rieckers (Absent)

1. Brown Bag Series (In Connection with AIA) – Topic is Field Testing Requirements; Spokane Library (Downtown); February 10th, 17th and 24th
2. Spring Certification Exam Window – Tuesday, March 29th through Friday, April 29th
 - a. Kathryn mentioned we are down to two CDT candidates (Kathryn and Jennifer Harrison) attending these classes.
3. CDT Certification Prep Classes - February 10th thru March 2nd at Integrus Architecture and March 9th through April 6th at SCAFCO Steel Stud Company

C. Communications/Publications: Kathryn Fuller

1. Communications/Publications Committee
 - a. Microsite - Kathryn/Stacey
 - Stacey offered her husband's expertise to assist with setting up the microsite. Kathryn would like to see the switchover by June.
 - b. Facebook and Twitter – Angie
 - The flyer for this this month's Program has been posted.
 - c. Newsletter Content - Stacey
 - d. Email, Event Flyers, Brown Paper Tickets, Newsletter Mailing – Kathryn
 - Updates and distributions for this month's Program will done this week.

D. Membership: Stacey Henderson

1. New round of reminders will be going out. Stacey will do a review of the roster to see how many new members we have. There may be a luncheon for the new members to welcome them to CSI.

E. Scholarship Committee: Doug Eadie (Absent)

1. Faith will reach out to Doug to check on status of Scholarships.

III. OLD BUSINESS

IV. NEW BUSINESS

A. Fellowship Nomination from Chapter: Sherry Harbaugh

1. Sherry has been involved with CSI for the last 22 years and she has asked for a Fellowship Nomination to Institute. Sherry has made notable contributions to the Spokane Chapter and has been very instrumental in keeping our Chapter functioning over the years. We voted and unanimously approved nominating Sherry for this Fellowship.

V. UPCOMING EVENTS

- A. 2016 Region Conference (West & Northwest Regions, Conference & Leadership Training) – Wednesday, May 18th thru Sunday, May 22nd, 2016; Lake Tahoe, NV
- B. 2016 Golf Tournament – Thursday, September 15, 2016; The Creek at Qualchan; Spokane
 1. Matt will follow up with Kory to get a status report.

VI. NEXT MEETING

- A. Thursday, April 7th, 7:00 A.M., Integrus Architecture, 10 S. Cedar, Spokane

*Respectfully submitted,
Jennifer Leui, Secretary*