



Minutes of Meeting
Thursday, December 3, 2015

I. GENERAL

A. Roll Call – Faith Brown, Eric Rieckers, Kathryn Fuller, Matt Gunderson, Stacey Henderson, Jennifer Leui.

Absent – Greg Henson, Doug Eadie, Kory Kelly, Ryan Rees.

B. Review of November Meeting Minutes

1. The Meeting Minutes were unanimously approved as submitted.

C. Treasurer's Report

1. Total Income is \$455.11 (\$280 from Institute, \$0.11 from interest, and \$175 from AIA for the Golf Tournament) and Total Expenses were \$0.00. Matt expects expenses for Construct, for which Faith will be forwarding receipts, and Matt will be issuing a check to AIA for the November event once the Brown Paper Ticket funds are received. Washington Trust Balance is \$6,536.22. The Treasurer's Report was unanimously approved.

II. COMMITTEES

A. **Programs: Greg Henson (Absent)**

1. November Program – Alternate Delivery Methods; Rustin Hall, ALSC; Nectar Tasting Room; Thursday, November 12th; Co-host with DBIA

- Very well attended, good venue and topic. Positive feedback was received. The negative feedback received related to with some folks who were unable to hear Q&A. Consideration of acoustics will need to be given for future events.

2. February Program – Building Moisture Control; Panel Members and Location TBD; February 11th

- Greg is moving forward with planning, but does need more help. Faith suggested Stacey and Heather could assist.

3. March Program – Planning in progress; U District; Thursday, March 10th

4. April Program – Planning in progress; Net Zero Sustainability; Thursday, April 14th

5. May Program – Planning in progress; Amazing Race CSI Style; Thursday, May 12th

B. Education & Certification: Eric Rieckers

1. Spring 2016 Certification Exams – Registration will open in December 2015
2. Spring CDT Classes – Schedule and Location TBD
 - Eric has not heard of anybody taking the CDT. Faith suggested possible study classes for CCCS, CCPR, and CCCA Certifications. Faith, Georgia, and Jennifer will be studying for these exams.
3. Education Seminar (January 28th) – Topic will be “Innovations in Healthcare Design and Project Delivery”. Presenters will include construction (Bill Bouten), Kootenai Health, lawyer, product rep, and one other. Will be held in the Spokane Arena (meeting rooms) from 12:00 to 5:00 p.m. for a \$40 cost and snacks will be offered. A total of four sessions and two CEUs will be offered. Eric is working on sponsors for each session. Angie Dumanal is working on a flyer.
4. Brown Bag Series – Specifications Writing; Location and Date TBD (February) – In Connection with AIA
 - Nothing to report at this time.

C. Communications/Publications: Kathryn Fuller

1. Communications/Publications Committee met on Friday, November 20, at 5:00 p.m.
 - a. Eric Rieckers will manage the microsite and look into transitioning the Spokane Chapter to a better .org website.
 - i. Eric bought the CSISpokane.org domain and expects an annual cost of \$160 - \$170 for the website which the Newsletter/Publications budget will absorb.
 - b. Angie Dumanal will take responsibility for our Facebook and Twitter pages.
 - c. Stacey Henderson will help bring in content for the newsletter, as well as editing. The deadline for submitting content for the December Newsletter is December 25th. The Newsletter will include new member highlights for Rob Welch and Catherine Tubbs.
 - d. Kathryn will continue to create and email the event flyers, set up the Brown Paper Tickets for all events, and create and send out the newsletters.
 - e. All CSI Spokane members are encouraged to tweet and post on our Facebook page.

D. Membership: Stacey Henderson

E. Scholarship Committee: Doug Eadie

F. Golf Tournament: Kory Kelly

III. OLD BUSINESS

A. Chili Cook Off – Portland Chapter – Spring 2016

1. No report.

B. Name Tags for Stacey, Heather, and Ryan

1. Order has been placed.

IV. NEW BUSINESS

V. PAST & UPCOMING EVENTS

A. Region Leadership Training – Saturday, November 7th thru Sunday, November 8th, Hillsboro, OR

1. Greg and Jennifer attended and Faith presented. Jennifer reported it was one of the best trainings she has attended. It was also good to meet CSI members from other chapters and to put faces with names.

B. CSI Chapter Holiday Social – Thursday, December 10th; Nectar Tasting Room (Downtown Location)
120 N. Stevens Street, Spokane

1. Only eight have signed up so far. Kathryn will send out another reminder. There is a Committee meeting tomorrow evening at Heather's to make table top giveaways. Still working on securing sponsors.

C. 2016 Region Conference (West & Northwest Regions, Conference & Leadership Training) –
Wednesday, May 18th thru Sunday, May 22nd, 2016; Lake Tahoe, NV

1. Faith will be attending. She encourages others to attend as well.

D. 2016 Golf Tournament – Thursday, September 15, 2016; The Creek at Qualchan; Spokane

VI. NEXT MEETING

A. Thursday, January 7th, 7:00 A.M., MSI Engineers

1. We need a new meeting place, preferably in a central location, starting with our February meeting. Kathryn offered Integrus.

*Respectfully submitted,
Jennifer Leui, Secretary*