



**Meeting Minutes
Thursday, June 1, 2017**

1) GENERAL

- a) Roll Call – Jennifer Leui, Kathryn Fuller, Heather Meyer, Matt Gunderson, and Greg Henson.
Absent – Rich Ward, Ryan Rees, Stacey Henderson and Faith Brown.
- b) Review of May Meeting Minutes
 - i) The Meeting Minutes for May were unanimously approved as submitted (Moted by Greg, seconded by Matt).
- c) May Treasurer’s Report
 - i) Total income for May was \$.03 (from interest). Total Expenses were \$2,626.85 (\$1,326.35 for Regional Conference, \$69.50 flowers for Scott Cramer, \$1,113.50 for Awards Dinner deposit, \$117.50 A-May-Zing Race T-Shirts). Washington Trust Balance is \$1,340.33. Note: There was discussion about the total Net Gain/Loss which should reflect \$3,151.70 (not \$6,037.90). Matt to correct the calculation. The Treasurer’s Report was approved with correction noted.

2) COMMITTEES

- a) **Programs: Greg Henson**
 - i) October 12th – A-May-Zing Race
 - (a) Need a flyer with “Save the Date” by June 29, 2017. Deadline for Sponsorship is August 31, 2017. Participants need to be registered by September 29, 2017. Georgia, Jennifer, Kathryn, and Heather have agreed to help Greg. First committee meeting will be June 21st at Remedy on S. Grand, 4:30 pm.
- b) **Education: Faith Brown (Absent)**
- c) **Publications: Rich Ward (Absent)**
 - i) MailChimp – Rich
 - ii) Newsletter – Faith/Georgia
 - iii) Website – Heidi Pierce
 - iv) Social Media – Heather
 - (1) Social Media views are up on our Facebook page.

- d) **Scholarship: Faith Brown (Absent)**
- e) **Certification: Eric Rieckers / Jennifer**
 - i) No new news.
- f) **Membership: Heather**
 - i) No new news.
- g) **Golf: Kory Kelly**
 - i) With Kathy retiring from AIA, there has been a slow start to the ball rolling on the website for sponsorships and player registrations. Matt Blankenship with AIA said website should be up and running by May 26th, after which Kory will get messages out to everyone with 2017 flyers and links to register players and sponsors.

3) OLD BUSINESS

- a) Chapter Insurance – Matt
 - i) During Bi-Region Conference, Jennifer learned that other Chapters obtain insurance for their events as well. Jennifer forwarded to Matt Portland Chapter's insurance contact.
 - ii) Matt spoke with Portland's insurance representative and has filled out paper work regarding acquiring insurance coverage; waiting on pricing.
 - iii) Discussed using facilities insurance when needed for programs and functions.
- b) Education/Academics – Faith
 - i) Gene was just at the Reno conference and mentioned that WSU and CWU expressed interest in participating in CSI. He asked if Spokane would communicate with both schools. Faith has the information for both schools' contact person. Since Stacey is moving to CWU/Ellensburg, Kathryn forwarded her the CWU contact information. Faith, please coordinate with Stacey on CWU.
- c) CSI Banquet – June 8TH, 4:30 Social, 5:30 Dinner, Convention Center
 - i) We can use our \$755 credit from the Half-Day Seminar.
- d) Summer Retreat – July 21st; Georgia's House
 - i) Georgia to cater our lunch. Think about items you would like to discuss and plan for next FY.

4) NEW BUSINESS

5) EVENTS

- a) CSI Region Conference – May 18 – 20, 2017; Seattle, WA
 - i) Spokane Chapter was once again well represented by Kathryn, Jennifer, Heather, Greg, Georgia, Sherry, and Rich.
 - ii) Institute was interviewing people who attended the conference and Kathryn was chosen.
- b) CONSTRUCT – September 13 – 16, 2017; Providence, RI

6) NEXT MEETING

- a) TBD – No meetings during the summer months.
- b) Next Fiscal Year, meetings will take place at ALSC Architects.

*Respectfully submitted,
Heather Meyer, Secretary in Training*