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**Meeting Minutes  
Thursday, September 1, 2016**

**I. GENERAL**

- A. Roll Call – Jennifer Leui, Greg Henson, Heather Meyer, Faith Brown, Rich Ward, Angie Dumanal.  
Absent – Kathryn Fuller, Stacey Henderson, Matt Gunderson, Ryan Rees.
- B. Review of August Meeting Minutes – Quorum not present to vote on.
- C. Treasurer’s Report – No report available and Matt Absent.

**II. COMMITTEES**

**A. Programs: Greg Henson**

- 1. October 13<sup>th</sup>– 6 x 10 x 10 Presentation
  - a. Will include 6 presenters, 10 slides, 10 minute presentations. Would like to see 3 architects, 3 contractors (and/or owners), and 3 project delivery methods. 1 architect (ALSC) has been secured. In consideration are Hoffman Construction, Bouten D/B Health Sciences, and Kootenai projects. Jennifer to see if Stantec would be interested in presenting on the Ice Skating Ribbon in Riverfront Park.
- 2. November 10<sup>th</sup>– Bid Day Simulation
  - a. Confirmed Lydig as presenter. Greg to meet with Ben at Lydig to finalize.
- 3. January 12<sup>th</sup>– Energy Code Round Table
  - a. Need to confirm Steam Plant for location.
- 4. March 9<sup>th</sup>– Joint CSI/AIA Meeting
  - a. Topic will be left up to AIA.
- 5. April 13<sup>th</sup>– Building Tour
  - a. April is Architecture Month; want our Building Tour to fit in with it. Topic is “going tiny”.
- 6. May 11<sup>th</sup>– A-May-Zing Race – Location: SCAFCO
  - a. Greg needs committee. Angie volunteered. Greg is hoping Jeff Mitchell will also commit to being on the committee.



**B. Education: Faith Brown**

1. February 9<sup>th</sup> – Half-Day Seminar & Product Show; Topic: Building Envelope.
  - a. Faith and Sherry hope to come back from Region Conference with some ideas.
2. May – Brown Bag Series; Topic may be A201-2017.

**C. Publications: Rich Ward**

1. MailChimp – Passing of Baton from Kathryn to Rich hasn't happened yet. Next week possibly.
1. Newsletter – Faith
  - a. August 31<sup>st</sup> was intended distribution date. Faith will send Newsletter to Rich, Kathryn, Angie, and Jennifer. Angie believes she has access to MailChimp for sending out the Newsletter. Although Kathryn is on vacation this week and off to the Region Conference next week, we are hoping she will see her email and will either send the Newsletter or provide direction so that we don't have to wait two weeks for distribution.
2. Website – Heidi Pierce
  - a. Jennifer mentioned that Kathryn had hoped to meet with Heidi last week, but it didn't happen. They still need to finish up the website.
3. Social Media – Angie Dumanal
  - a. Program Flyer template is complete and distributed to everyone. Greg asked if the aerial photo can be replaced with a photo that pertains to the program or event. Angie will check into this.

**D. Scholarship: Faith Brown**

1. Goal is to set up a scholarship for individuals taking the CDT, CCCA, CCPR, and CCCS exams, similar to how the Portland Chapter has their scholarship set up. Hoping to have this in place by the end of the year in time for the Spring Certifications.

**E. Certification: Eric Rieckers / Jennifer**

1. Fall Certification Window – September 26<sup>th</sup> thru December 10<sup>th</sup> – CDT Classes will be offered if we have enough participants. Angie said she is signed up.

**F. Membership: Heather Meyer**

1. Membership Appreciation Social, September 22<sup>nd</sup>, 4:30 – 7:00 p.m., Arbor Crest Winery. Venue (Gazebo) and caterer have been secured. Live music and door prizes will be provided. Greg mentioned Mike Kilgore had signed up to be a sponsor. As of today, seven have signed up. The Committee will meet one more time prior to the event to finalize planning.

2. Heather and Georgia have talked about having monthly, informal social gatherings, at different locations as a way to grow the membership. More to follow.

**G. Golf Committee: Kory Kelly (Absent)**

1. Greg indicated we currently have 108 players and need 128 minimum. Help is needed with registration. Jennifer and Angie will check their schedules for availability.

**III. OLD BUSINESS (None)**

**IV. NEW BUSINESS**

**A. Submitting Receipts for Reimbursement – Requirements and Deadline**

1. With Matt not present and not enough members to vote, this will be moved to next month's agenda.

**B. AIA/CSI Liaison**

1. Kathryn attended AIA's Summer Party and Meeting and will continue to attend AIA meetings and be our liaison. Greg said he also attended the party and had a great time!

**V. EVENTS**

**A. Construct 2016 – Wednesday, September 7 – 9, 2016; Austin, TX**

1. Attending – Kathryn, Faith, Rich, Sherry, Georgia, and Eric

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

**C. CSI Region Conference – Friday, May 19 – 22, 2017; Seattle, WA**

1. Georgia and Faith are responsible for the leadership portion of the Conference.

**VI. NEXT MEETING**

- A. Thursday, October 6, 2016, 7:00 A.M.

*Respectfully submitted,*

*Jennifer Leui, Secretary*