



**Meeting Minutes
Thursday, May 4, 2017**

1) GENERAL

- a) Roll Call - Jennifer Leui, Faith Brown, Heather Meyer, Matt Gunderson, Kathryn Fuller, Greg Henson, and Georgia Spencer (called in).
Absent – Rich Ward, Ryan Rees, and Stacey Henderson.
- b) Review of April Meeting Minutes
 - i) The Meeting Minutes for April were unanimously approved as submitted. (Motedioned by Greg, seconded by Jennifer)
- c) April Treasurer's Report
 - i) Total income for April was \$600.04 (\$580 from December and January Chapter Dues, \$.04 from interest, \$20 cash paid from last month's Solar Decathlon Program). Matt mentioned he has not yet received Brown Paper Ticket revenues for the Solar Decathlon. Total Expenses were \$528.03 (\$400 for additional Reimbursements for Regional Conference, \$128.03 for Solar Decathlon). Washington Trust Balance is \$4,347.26. Note: The amounts reviewed were revised through discussion and review of the Treasurer's Report as submitted. Matt will distribute a revised Report.

2) COMMITTEES

- a) **Programs: Greg Henson**
 - i) April 13th – Joint CSI/AIA Meeting; Topic: Solar Decathlon.
 - (1) Good questions were asked and people were engaged in discussions.
 - ii) May 11th – Second Annual A-May-Zing Race
 - (1) Due to circumstances beyond Greg's control, he is not ready for this event to take place. Georgia suggested that we postpone this event until October 12, 2017. It was unanimously approved.
- b) **Education: Faith Brown**
 - i) No new news.

c) **Publications: Rich Ward (Absent)**

- i) MailChimp – Rich
- ii) Newsletter – Faith/Georgia
- iii) Website – Heidi Pierce
- iv) Social Media – Heather

d) **Scholarship: Faith Brown**

- i) Faith is preparing for next year.

e) **Certification: Eric Rieckers / Jennifer**

- i) No new news

f) **Membership: Heather**

- i) Wednesday, April 26th, Jennifer, Georgia and Heather met to discuss membership information and to help answer questions for the Chapter report.
- ii) Discussion revolved around restoring membership monthly social gatherings and providing programs that will not only educate but provide valuable information so you can move ahead in your profession.

3) OLD BUSINESS

a) Chapter Insurance

- i) There is an umbrella coverage provided by Institute for Board meetings that are conducted on site. There is no insurance coverage for events and programs conducted off site.
- ii) It was suggested we have coverage event by event instead of all year coverage.
- iii) Matt to call AIA and other chapters to see how they handle insurance coverage at events and programs.

b) Education/Academics

- 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.
 - (1) Gene sent contact information to Faith and she is reaching out to WSU.
 - (2) Kathryn sent contact information to Stacey who will reach out to CWU.

c) CSI Region Awards

- i) No nominations were received.

4) NEW BUSINESS

a) 2017-2018 Board Member Nominations

- i) Working hard on decisions for new Board Members.
 - (1) One more director is needed.

- b) Summer Retreat
 - i) Georgia offered to host the Summer Retreat at her home. Available dates are July 14th or July 21st. July 21st was the decided date.
- c) CSI Awards Banquet
 - i) Jennifer will check with the Spokane Convention Center to see if June 8th is available. We will use the credit (approximately \$800) we have from this past half-day seminar.

5) EVENTS

- a) CSI Region Conference – May 18 – 20, 2017; Seattle, WA
 - i) Jennifer, Kathryn, Heather, Faith (and Greg tentatively) to attend.
 - ii) Those attending the conference will have dinner together on Friday night.
- b) CONSTRUCT – September 13 – 16, 2017; Providence, RI

6) NEXT MEETING

- a) Thursday, June 2, 2017, 7:00 A.M.

*Respectfully submitted,
Heather Meyer, Secretary in Training*