



CSI Board Meeting

Meeting Minutes No. ____
September 1, 2015

IN ATTENDANCE:

	NAME	TITLE	PHONE #	FAX #	E-MAIL
X	Chuck James	PRESIDENT	702-455-5895	455-5817	wcj@clarkcountynv.gov
X	Carri Holmes	VICE PRESIDENT	702-499-3869		Carri.holmes@allegion.com
X	Jorge Schapira	IMMEDIATE PAST PRESIDENT	702-659-9911		Jorge@schapirarch.com
	Cheryl Felske	TREASURER	702-685-0929		cfelske@cox.net
X	Roland Wisdom	CSI FOUNDATION	702-455-4900	455-5817	roland.wisdom@clarkcountynv.gov
X	Suzana Rutar	DIRECTOR	702-263-6176		suzana@srutar.com

Meeting was held at 4:00 pm CONFERENCE CALL

1.	<p>WEBSITE</p> <p>9/1/15</p> <ul style="list-style-type: none"> • Website Coordination with Pamela Bir has been successful through Jorge’s efforts. • Certifications for CDT, as current study course by Las Vegas Chapter. Jorge will follow up. Chuck and Roland are willing to help do a session. 	
2.	<p>FUTURE PROGRAMS</p> <p>9/1/15</p> <ul style="list-style-type: none"> • Chuck has a couple of months lined up; October Program – Smart City – by Snyder Electric. • Eleventh Hour Bid joint meeting with ASPE. Need to contact Vicky King at Mountain Vista Development for possible file on a previous Bid to use for the program. • CDT Course content could be used as a program idea to fill in. • Jorge suggested that the Chapter contact local Agencies for training. He has heard that several around town are in need of this for their staff. • Suzana suggested that we do name tags for the meetings. This will help with guests and new members. Carri will provide sticker type tags for next meeting. • Credit Cards will be accepted for payment for non-members to pay for meals at meetings. Square has been set up through the Foundation. Paypal is active though the Website. Cash will also be accepted as payment from now on. • Membership Applications should be available at each meeting. Suzana suggested that an Ipad be available at the meetings to sign folks up on the spot. Suzana to follow up. • CEU Credit should be available as an incentive to increase meeting attendance. Roland to follow up on AIA requirements. • Motion: Have a work session with the committee to identify a potential time line for Certification Chapter Class. Passed. Need to find out timeline from CSI for exams. 	
3.	<p>FINANCE</p> <p>9/1/15</p> <ul style="list-style-type: none"> • Treasurer reports to follow from Cheryl. • Bowling Report attached. 50/50 split - \$1,089.26 each. 	
4.	<p>PROPOSED ELECTIONS PERSONNEL</p> <p>9/1/15</p> <ul style="list-style-type: none"> • 2016 officers for ballots are due in February. President: Chuck James 	



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	<p>Vice President: Carri Holmes Secretary: Director: Suzana Rutar Director: Jorge Schapira Secretary/Treasurer: Cheryl Felske (need to verify if she is still available)</p> <p>COMMITTEE POSSITIONS Events: Chuck, Roland, and All House: Carrie/ Chuck Membership: Suzana/ All Website: Jorge/ All Outreach: All Sponsorship: All</p> <p>NEW BUSINESS: 9/1/15</p> <ul style="list-style-type: none"> • Need to go to bank to sign new officers on checking account • Sarah Small: to help out with Social Media. Jorge to contact. Student Membership (Ken reminded us that Sarah was given an honorary chapter member status. Roland to provide photos for content. Ken Small to monitor and be editor on all posts. MOU: Give Sarah a trial period with evaluation after 3 to 4 months. • Keep Constant Contact the same for outside area folks to register and rsvp. If money becomes an issue then only then change or cancel on each event. • Planning – Strategy for this year: Use what we discussed at this meeting as a guide. Chuck to prepare a follow up report. Suggestions are welcomed from officers. • Suzana posted the monthly meeting on Facebook. Jorge to send her the CSI logo. 	
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Meeting Adjourned: 4:59 PM

The next CSI Board Meeting is scheduled for Tuesday, October 6, 2015 location TBD. Tentative Time 4:00 p.m.

Note: The aforementioned represents my understanding of the discussion, directions, and decisions of the referenced meeting. Any questions, clarification, or corrections should be forwarded to the author within five (5) working days of receipt of these minutes. The absence of any communications within that time period constitutes approval of the information contained herein.

Chuck James, President

cc: Chapter File
Carri Holmes
Jorge Schapira
Cheryl Felske
Roland Wisdom
Suzana Rutar
Pamela Bir