

Board Meeting Minutes of Maine Chapter of CSI

Conference Call

December 19, 2013

Prepared by: Craig Wetmore

Attendees: Doug Rice, Bill Charland, Dick Eustis (appointed as Board Member for evening), Craig Wetmore, Charissa McCarver, Ron Frazier, David Mains.

Doug Rice started the meeting at 6 p.m.

1. Meeting minutes from October were voted on and approved (DM and BC)
 - \$680 refund was not in addition to the budget, but a \$320 shortfall from the \$1,000 budgeted
2. David Mains reviewed the Treasurer's report Craig Wetmore moved to accept and Bill Charland seconded.
 - 2014 travel budget
 - \$4,700 budget included the anticipated \$1,000 rebate, so the budget is actually \$3,700 for travel and \$1,000 for Northeast Region rebate
 - Spent \$815.50 in NER travel
 - Total travel YTD is \$4,120
 - Meeting income is slightly lower than expected
 - No further travel expense without approval from the board
 - Wright-Pierce is donating the \$200 from budget meeting
3. May Seminar
 - David Mains suggests that they set up an EFT
 - Dick Eustis suggested from the AGC meeting today and that they are very interested. They canceled their May Seminar
 - Deposit for the conference center has been paid of \$2,500
 - Motion that the committee be able to proceed with the planning of the May Seminar. Motioned by Bill Charland and David Mains
4. January meeting will be a LEED discussion by Thornton-Tomasetti on January 14th at the Kennebunk Inn. NER VP Brian Neely is planning on attending the January joint ME/NH meeting.
5. February meeting is open and Doug Rice requested everyone get working on it, possible location is at USM.
6. March meeting at Colby College and Doug Rice will organize and get back to us in a few weeks with the subject matter.
7. April project will possibly be UMO and Bill Charland will work on it.
8. Membership committee:
 - Dave Early will be contacted about student renewals
9. Nominating committee
 - Bill Charland and Craig Wetmore will contact the possible candidates and report on the 14th
 - Nominating committee will report the candidates at the February meeting
10. Next board meeting is on January 14th before the regular meeting.
11. Meeting voted on and adjourned at 7:23.