

In Attendance: Douglas Rice, Ron Frazier, Dick Eustis, Bill Charland, David Mains, David Early & Conor O'Brien

#### Discussion

6PM Dick builds a separate mailing list for each election. As they return the ballot, the mailing list then is always the one's that haven't returned.

Ron going to forward ballot with Bill Charland's info on it to the NH chapter to see if they will support.

#### Old Business

No minutes to review from January meeting.

#### Treasurer's Report.

- Update with approved expenses for seminar.
- Monthly meetings profit and loss.
- Well below target of 7k per Douglass Rice.
- Kennebunk Inn loss of \$785
- Bill Charland notes that two years ago pricing was comparable for Kennebunk Inn.
- Kennebunk Inn reflects both NH and ME expense.
- NH members registered on Maine PayPal account.
- Bill Charland notes that the additional fees accounted for the increase.

#### Discussion:

- Whether joint meeting costs should be split.
- B. Charland-notes that if there is not a prior agreement, NH would just pay to go.
- Ron Frazier-question...was it split in the past if it was a gain or a loss?
- Maine collected the money last year as well. D Rice, D. Mains concurs.
- Ron Frazier-will bring it to the NH chapter to split the losses or profits on our joint meetings.

#### Motion

- B. Charland-Establish a shared expense agreement with other organizations prior shared events.
- Seconded by Ron Frazier.
- Motion is carried. D. Rice

#### Discussion:

- D. Eustis-reporting dates question. Actual column July 1, 2013.
- D. Mains-will double check the report and column heading to confirm it's reporting properly.

- B. Charland - suggests moving columns
- D. Mains-Quicken will not allow.
- D. Mains - Eventbrite direct deposit set up.
- Payment from Eventbrite went out 2/3/14.
- D. Eustis - deadline for Chapter to submit change in Chapter dues for FY15 at end of February based on past year's requirements.
- D. Eustis-The board has to vote on the dues structure.
- D. Mains-we changed dues rate last year to reduce the student rate.

Motion:

- B. Charland motion that we keep the existing dues rate for FY15.
- Did not catch who seconded.
- Motion carried no opposition.

Motion:

- B. Charland motions to accept Treasurer's Report
- Ron seconded.
- Motion approved.

Symposium Committee Report

- 50/50 form for CSI registration for the Symposium is submitted.
- C. O'Brien-Committee is really focused on selling vendor booths.  
15 verbal commitments  
Eventbrite sales report forwarded.
- C. Michaud-to get assistance and information for CSI registration.
- D. Eustis-to acquire additional information for 50/50.
- D. Eustis-consider promoting CSI reduced membership noting it's only for non-CSI members.  
Need to have been out for 2 years.

Upcoming Chapter Meeting updates

D. Rice

- Colby College-Tour of LEED projects for next month's meeting.
- Will follow up with update.

B. Charland April 1 U Maine

- Spoke with conference people for 4/1.
- Room fees from \$0-\$75
- Buffet meals \$25/person.
- Total cost for 30 people \$750.

- Bar Fee \$75.
- Total estimate \$900 for April Event.
- 30 paid attendees would be \$1050.00
- Left message for David Lay on table tops.
- Requirements for AIA to go to Jeff Larimer.
- D. Mains-D. Lay is in NY this week.
- Program needs to come from D. Lay
- When we have an event in Bangor, WBRC is strong support.
- More details by week's end.
- U Maine trying to find a room relatively close.

#### Awards Night

- Ron, Bill discussion on the awards night
- B. Charland-where to hold awards night.
- Central/Southern Maine.

Motion: D. Rice-to give B. Charland a heads up to pick a facility in Auburn for Awards Night.

- Seconded by C. O'Brien

Motion Carried

Discussion:

- What kind of awards do we want to offer?
- Project specific?
- Field house project.
- April board meeting to be held 25<sup>th</sup> of March
- B. Charland requested to enter into retirement status.
- B. Charland is 65.
- D. Eustis-The Chapter votes recommendation for conversion to retirement status. When member is under 65, needs additional documentation.

Motion: D. Eustis- B. Charland should be recommended for retired member status.

Seconded: R. Frazier

Motion: passed unanimously.

Discussion:

D. Mains-Does retired status change anything other than your status with CSI national?

B. Charland reduces membership fees.

D. Eustis - basically a financial deal.

D. Rice-Doesn't the Chapter pick up B. Charland's dues?

D. Eustis-The Chapter has a policy to reimburse retired members dues for Retired Members who have been active.

Motion to adjourn: D. Mains

Seconded by B. Charland

Meeting Closed