



The Construction Specifications Institute-Maine Chapter

Monthly Meeting

Meeting Date: October 7, 2014

Time: 5:00-8:00 PM

Location: University of Maine Augusta
University Drive.
Augusta, ME

Chapter Board Meeting

Attendees: Douglas Rice, Dan Miller, Dick Eustis, Troy Johnson, Dave Early, Elizabeth Schidzig, Scott Vonnegut, Mat Ward, Conor O'Brien.

Call To Order: Chairman Miller calls the meeting to order 7:45

Previous Business

1. Motion to accept meeting Minutes of Sept. 2, 2014 meeting T. Johnson
2. Motion seconded D. Early
3. Motion passed.

Committee Chairs:

1. Vacancies: Membership Chair, Award Chair and one Director
2. Douglas Rice volunteered to be Award Committee Chair. No opposition. Doug Rice appointed new Award Committee Chair.
3. Conference Committee Report-Committee has decided to utilize the services Holiday Inn By the Bay in Portland for the 2015 Conference. S. Vonnegut has accepted the invitation to become a member of the Conference Committee. Profit target adjusted from 19k down to 10k.

Treasurer's Report: Not Available D. Mains absent

-Expenses for CONSTRUCT were \$260 short.

-D. Early makes a motion that the budget be adjusted.

-E. Schidzig seconds

-None opposed, motion passed.

New Business:

- D. Miller has recruited two new members. May be possible to get one of them to fill Director vacancy.
- D. Miller proposes creating a method of official project submission for the Annual Chapter Project Award.
- Discussion-D. Early highlights that historically there has been no real rubric for deciding which projects receive the award. D. Eustis describes the previous 'off the cuff' method of award decision.
- D. Miller wants the award to be more of a statement for the Chapter and to be a strong PR vehicle in the future.
- C. O'Brien suggests emailing each member emailing their ideas for the award to the Award Committee Chair D. Rice to be reviewed at the next board meeting.
- Ideas to be submitted to D. Rice by Friday October 24, 2014.

Chapter Awards

- D. Miller wants to get the ball rolling on applying for CSI Chapter awards to focus on what the Chapter has accomplished. D. Rice should recruit someone to help with the awards.
- D. Miller points out that the filling out the Chapter Outstanding Commendation award forms will be a good measure of where we need to strengthen.
- D. Rice- previously has witnessed a handful of people struggling to get chapter awards together last minute.
- D. Miller is planning on getting the social together for new members organized soon.
- Ralph Knowlton Memorial Award-the Board has interest in resurrecting this noteworthy Award. Previously T. Johnson had tried to garner interest and nominees from the other participating trade associations, AGC and Maine Safety Council but received no response.
- D. Eustis points out the award is from someone who has improved communication in the construction industry.
- R. Knowlton Award Committee is separate from Chapter Awards Committee so no one can say Maine CSI alone selected nominee.
- D. Eustis-The job of the Chapter is to appoint the Chair and Secretary of the Committee which is comprised of 2 members of CSI, 2 members of AGC and 2 members of the Maine Safety Council.
- D. Rice-President of AGC used to be member of CSI, suggests we reach out to him and perhaps coordinate at the All Industry Night.
- T. Johnson is appointed the Chair of the Ralph Knowlton Memorial Award Committee.
- E. Schidzig is appointed the Secretary of the Ralph Knowlton Memorial Award Committee.

Northeast Nominating Committee

-D. Miller-Chapter needs to appoint someone to sit on the Northeast Nominating Committee

-D. Eustis is appointed.

-C.O'Brien to provide the information that D. Eustis is appointed to this position to Cliff Marvin, Region Secretary.

CONSTRUCT REVIEW

-D. Miller-good show. Issues in construction and with CSI in particular are common on a national level.

-A lot of discussions on institute directors and the concern that more populous regions could control CSI on a national level if directors were assigned proportional to population.

-Virtual National Meetings vs. Actual Meetings will continue to be explored.

Adjournment:

Motion to Adjourn D. Miller

Seconded T. Johnson

None Opposed.

Respectfully Submitted,

Conor O'Brien-Secretary

Cc: All attendees, Officers, Directors