



November 9, 2011
Perkins Eastman
115 5th Avenue
New York, NY

Board Members Present:

President	<input checked="" type="checkbox"/>	Jeffrey Matles	JM
1st Vice President	<input checked="" type="checkbox"/>	Anthony F. Drummond	AD
2nd Vice President	<input checked="" type="checkbox"/>	Arnold Kravitz	AK
Secretary	<input checked="" type="checkbox"/>	Angela Centanni	AC
Treasurer	<input type="checkbox"/>	Russell Carpenter	RC
Immediate Past President	<input checked="" type="checkbox"/>	Linton D. Stables	LDS
Director (10)	<input checked="" type="checkbox"/>	Ruma Som	RS
Director (10)	<input type="checkbox"/>	Dennis Italia	DI
Director (11)	<input checked="" type="checkbox"/>	Bob Crane	BC
Director (11)	<input type="checkbox"/>	Tom Lanzelotti	TL
NE Region Director	<input type="checkbox"/>	Bert Korteling	BK
Student Affiliate (no vote)	<input type="checkbox"/>	<i>Vacant</i>	

Six required for a quorum.

Committee Chairs Present:

Certification	<input type="checkbox"/>	Luis Rosario	
Education	<input checked="" type="checkbox"/>	Bill Jaquette	WJ
Membership	<input checked="" type="checkbox"/>	Tom Lanzelotti	<input checked="" type="checkbox"/> Bill Dubois
Technical	<input type="checkbox"/>	Michael Bean	
Ed./Electr. Communication	<input type="checkbox"/>	Russ Carpenter	
Program	<input checked="" type="checkbox"/>	Bob Crane	BC
Awards	<input checked="" type="checkbox"/>	Linton Stables	
Product Show	<input checked="" type="checkbox"/>	Jeff Matles & Arnie Kravitz	
Golf Outing	<input checked="" type="checkbox"/>	Anthony Drummond	
Academic Liaison/Scholarship	<input checked="" type="checkbox"/>	Ruma Som	RS
House	<input checked="" type="checkbox"/>	Anthony Drummond	
Audit	<input type="checkbox"/>	Dennis Italia	
Finance	<input type="checkbox"/>	Dennis Italia	
Public Relations	<input checked="" type="checkbox"/>	Angela Centanni	

Others Present:

- Chris Kroeter
- Bob Snelling (Besam Assa Abloy, UK)

Action and Discussion Item

Action/Pending Decision/Follow-up

Call to Order JM President called to order at **3:30** p.m.

Acceptance of minutes of the previous meeting. Meeting minutes approved by unanimous vote.

Treasurer's Report/Finance RC Trade Show: AK made a motion to fully reimburse costs to the members that received allotted money. Request that RC submits an

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applied cost breakdown of the dollars received
from the Trade Show.

Committee Reports:

Membership	TL	(See attachment)September- October: Added 11 more members. Members received a welcome letter and package. CSI presentation renewal letter/ e blast – requesting feedback. (Sending a survey to members that haven’t renewed). Membership card sample presented. Option to buy a printer, software and reader: \$1500. Or buy a printer: 3,000 and can print a badge upon member sign up. Discussion to assign a mentor to each new member. JM recommends a brief snap shop biography in a newsletter.
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Programs*	BC	(See attachment). High Line has moved to April. BC suggests doing a bowling night afterwards at Chelsea Piers rather than a showroom. \$30.00 pp plus gratuities. May: Grohe Showroom on 5 th has a rooftop Garden. BC proposes a networking group event. (invite AIA and other organizations). BC reviewed the upcoming year. AK/ BC suggested a 50/50 raffle at meetings to go to Scholarship fund. Discussion to be continued on adding more CSI events with CEU credits throughout the year.
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Public Relations	AC	AC/ Jerry Murphy and Jan Bergthum will be attending the LMNOP Auction. JM asked for AC to speak to Cliff about presentation made to CSI. AC to receive programs from WJ/BC and submit to IIDA for approval of future programs.
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House	AD	Discussion of Holiday Party: Buffet dinner over sit down. House and Membership to work together on finalizing member cards.
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Education	SK	[No Report]
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Certification		[No Report]
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Technical		[No Report]
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Communications	RC	[No Report]
Awards	LS & RS	Linton to send out CSI email addresses that can be employed by each CSI Board and Committee member.
Product Show	JM	Adopted Fellowship for Scott Tobias. WJ: submitted AIA forms for the trade show. 4 of the 5 seminars were approved. 2 were registered providers. One however, DDC, is affiliated with NY chapter of AIA. WJ will require 60 day advance bio and program for approval.
Golf Outing	AD	[No Report]
Academic/Scholarship/Emerging Professionals	RS	[No Report]
Nominating	AK	[No Report]
Audit	JM	[No Report]
NE Region Director's Report	JM	[No Report]

Old Business

Action Required by:

<Topic: Discussion>

<Topic: Discussion>

<Topic: Discussion>

<Topic: Discussion>

New Business: By Laws to be discussed at the next Board meeting.

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Announcement of Next Meeting

The next Board meeting will be held on December 14th, 2011. Location: Perkins Eastman Architects, Time: 12:00 pm. Lunch will be served.

Adjournment

The meeting was adjourned at <5:00> p.m.

Attachments:

- **[Membership Report]**
- **[Programs Report]**

The Metropolitan New York Chapter of CSI will rely on these notes as the record of matters discussed and conclusions reached during this meeting. Notice of additions or exceptions taken must be received by the Chapter Secretary [acentanni@tandus.com] and copied to the President [jmatles@aim.com] prior to the motion to accept these minutes at the next meeting.

Knowledge for creating and sustaining the built environment: Be part of the next generation.