



January 09, 2013
Hafele Showroom
25 East 26th Street
New York, NY

Board Members Present:

- President
- Vice President
- Vice President
- Secretary
- Treasurer
- Immediate Past President
- Director (13)
- Director (13)
- Director (14)
- Director (14)
- NE Region Director
- Student Affiliate (no vote)

Six required for a quorum.

- Jeffrey Matles JM
- Anthony F. Drummond AD
- Bill Jacquette BJ
- Angela Centanni AC
- Linton D. Stables LDS
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- Bob Crane BC
- Tom Lanzelotti TL
- Arnold Kravitz AK
- Kenneth Raikowski KR
- Bert Korteling BK
- Vacant

Committee Chairs Present:

- Certification
- Education
- Membership
- Technical
- Ed./Electr. Communication
- Program
- Awards
- Product Show
- Golf Outing
- Academic Liaison/Scholarship
- House
- Audit
- Finance
- Public Relations
- Planning
- By-Laws (ad hoc)

- Luis Rosario LR
- Ruma Som RS
- Tom Lanzelotti
- Michael Bean MB
- Russell Carpenter
- Bob Crane
- Linton D. Stables
- Jeff Matles & Arnie Kravitz
- Kenneth Raikowski
- Ruma Som
- Anthony Drummond
- Dennis Italia
- Linton D. Stables
- Angela Centanni
- Bill DuBois BD
- Michael Bean

Others Present:

- Josh Diamond
- Luis Losada
- Chris Kroeter
- Cliff Marvin
- Leah Convery-Meyer
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Action and Discussion Item

Action/Pending Decision/Follow-up

Call to Order JM President called to order at 4:15 p.m.

Acceptance of minutes of the previous meeting. December Meeting Minutes were noted to require numerous revisions, primarily being an inaccurate account of board positions and

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committee chairs. No clear direction for revisions were established.

Treasurer's Report/Finance	LDS	Accepted by unanimous vote and report is attached.
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COMMITTEE REPORTS:

Membership	TL	See Attachment. Committee will pursue obtaining a Chapter laptop computer for tracking membership, attendance, and event planning. Investigation into storing chapter information on a cloud server for chapter leaders to access and share information will be commence. Two new chapter members since last meeting. Total 227, down 3.
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Programs	BC	We are currently fully scheduled up to January 2014. We should post future chapter events on our website for this fiscal year but not beyond while planning may be occurring and subject to change.
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Public Relations		No Report
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House	BC & CK	Fully booked for this fiscal year.
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Education	SK	No Report. BJ reported we are totally up to date with logging of AIA credits
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Certification	LR -SK	No Report
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Technical	BJ	No Report
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Communications	RC	No Report
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Awards	CM & AK	Linton S. will resubmit Scott Tobias for Fellowship. The Board accepted the resolution led by Linton - See Attachment. Plaques certificate for speakers – postponed to next meeting
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Product Show	JM & AK	Do we want to do a trade show? All agreed - Yes. The question remained on how it will be led. It must be organized by a committee of more than one or two which will only be accomplished by strong leadership of the
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		group. A targeted date was set to be in the 2 nd week in October.
Golf Outing	KR	No Report. Discussion targeted a date to be set in the beginning of September 2013.
Academic/Scholarship/Emerging Professionals	RS	No Report
Nominating	AK	Committee met via telephone conference the day before this meeting to begin discussion. Bill DuBois has been appointed as the chair of the committee. A recommended ballot is to be submitted to the Board at the next chapter meeting.
Audit	JM	No Report
NE Region Director's Report	JM	No Report

Old Business

Action Required by:

Scholarship Fund: AK suggested that perhaps fund go towards promoting CDT or CCS testing rather than give to non-members. No conclusions were reached and tabled for further discussion to occur 1/2 hour prior to the next board meeting - devoted strictly to scholarship, so bring your ideas for discussion.	LS, ST,
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New Business

Social Media: AK suggests a new committee; what are our rules and regulations; monthly report; no resolutions ensued.

At this point in the meeting very little order was maintained. Random discussions occurred without the secretary's ability to record any outcome. No resolutions or voted agreements were observed.

It was noted that the Institute has launched the new logo and branding program. Our chapter logo should be upgraded to align with the new brand. A brief presentation to the chapter members will be given by Bill DuBois at tonight monthly meeting.

Announcement of Next Meeting	February 13, 2013 at Tandus Showroom, 71 5 th Avenue, 2 nd Floor, NYC
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Adjournment

The meeting was adjourned at 5:15 p.m.

Attachments:

- Income Statement, dated 12/31/2012
- Membership Committee Report, dated 01/08/2013
- Resolution: To prepare fellowship nomination for Scott J. Tobias

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 [jimatles@aim.com] prior to the motion to accept these minutes at the next meeting.

A brand is much more than a logo. CSI's brand is the perception that each member or customer has of CSI whenever they hear our name or interact with our organization. The goal of this project is to revitalize the CSI brand and position our members and the organization for greater success going forward.



CSI began using this logo and tagline in January 2013. CSI leaders, chapters, regions, and others are expected to begin using the new logo and tagline as well.

CSI leaders may download copies of the logo at www.csinet.org/logo (login required).

CSI members may add the the Member Logo to their business cards. Download the logo at www.csinet.org/memberlogo (login required).

Questions? Need a copy of the logo, but you're not a CSI leader? Email CSI's Marketing Team at chapterrelations@csinet.org.

CSI members, remember: The logo and tagline have no meaning without the CSI experience YOU provide. The best thing you can do for CSI is to be a knowledgeable expert in your field, share your knowledge with others, and tell people "that's what CSI is about!"

Income Statement

Metropolitan New York Chapter, CSI

12/31/2012

Income	Current Month		Year to Date	
		Amount		Amount
1001 - Communications			\$	-
2001 - Programs	\$	1,220.00	\$	3,030.00
3001 - Fundraising			\$	-
4001 - Golf Outing	\$	-	\$	9,885.00
5001 - Trade Show	\$	1,000.00	\$	26,900.00
6001 - Membership	\$	950.00	\$	8,000.00
7001 - Education			\$	-
8001 - Conferences			\$	-
9001 - Operations	\$	1.53	\$	8.00
Total income	\$	3,171.53	\$	47,823.00
Expenses	Current Month		Year to Date	
		Amount		Amount
1501 - Communications	\$	322.05	\$	962.05
2501 - Programs	\$	3,282.57	\$	4,664.73
3501 - Fundraising			\$	-
4501 - Golf Outing			\$	11,697.75
5501 - Trade Show	\$	-	\$	15,577.24
6501 - Membership	\$	-	\$	-
7501 - Education	\$	343.99	\$	343.99
8501 - Conferences	\$	3,384.51	\$	3,384.51
9501 - Operations	\$	136.69	\$	3,298.54
Total expenses	\$	7,469.81	\$	39,928.81
Net Income (Loss)	\$	(4,298.28)	\$	7,894.19

Balance Statement

Operating Fund	Current Month		Year to Date	
		Amount		Amount
Opening balance	\$	38,465.16	\$	26,272.69
Income	\$	3,171.53	\$	47,823.00
Expenses	\$	(7,469.81)	\$	(39,928.81)
Prepaid expenses	\$	-	\$	-
Obligated income	\$	-	\$	-
Current balance	\$	34,166.88	\$	34,166.88
Investment Fund	Current Month		Year to Date	
		Amount		Amount
Opening balance	\$	28,650.72	\$	27,178.08
Income			\$	59.14
Expenses			\$	-
Change in asset value			\$	1,413.50
Current balance	\$	28,650.72	\$	28,650.72
Total Assets	\$	62,817.60	\$	62,817.60

Membership Committee

Membership Committee Report

January 08, 2013

Tom Lanzelotti

Bill DuBois

1. Membership Numbers Update:

- Total Chapter Membership: 227 (down 3)
 - 1 Professional Lifetime
 - 6 Professional Retired
 - 11 Professional Emeritus
 - 20 Emerging Professionals
 - 20 Students (down 1)
 - 169 Professionals (down 2)

- Welcome Letters were forwarded to our two new members on Tuesday evening (01/08/13)
 - 1 new Student member
 - 1 new Professional member

2. January 2013 Initiatives:

- a. Get Badge scanning system functioning...Bill will be contacting IDESCO Corporation (Matthew Ozern) to troubleshoot and also see if we can load program on multiple computers
- b. Purchase Membership Committee Laptop
- c. Investigate possibility of a "Cloud Server" for the chapter where we can have a remote shared data base that can be accessed by chapter leaders



Membership Committee

New Members

December 2012/January 2013

No.	Name	Join Date	Membership Status	Email	Company	Membership Number
01	Oscar Hernandez Acosta	12/03/12	Student	ohernan00@ccny.cuny.edu		1803509
02	William Shimmel	01/08/13	Professional	bshimmel@lghausys.com	LG Hausys America, Inc.	1803941

R E S O L U T I O N

WHEREAS, this Chapter believes Scott J. Tobias, a member of this Chapter, has made so notable a contribution to the advancement of the construction industry and is worthy of Fellowship in the Institute, and

WHEREAS, said member has been in good standing in the Chapter for 12 years to this date, therefore be it

RESOLVED that the Metropolitan New York Chapter of the Construction Specifications Institute does hereby nominate Scott J. Tobias for Fellowship in the Institute, and the President and Secretary be and hereby are authorized and directed to prepare the nomination papers and forward them to the Jury of Fellows of the Institute and to do all things proper to forward said nomination.