

**MIDDLE ATLANTIC REGION CSI  
FALL 2008 (FY09) REGION BOARD MEETING  
2:00 PM – 5:00 PM, Saturday, Sept. 27, 2008  
Bear Creek Resort, Evergreen Room, Macungie PA**

**CALL TO ORDER** – Henry Zirkle, FCSI MAI

President Henry Zirkle called the meeting to order at 1:32 pm with a roll call of the Chapters:

- Allentown – Brad Teeters, President
- Baltimore – Sarah Caldwell, President
- Blue Ridge – no representative
- Central Penn – John Cannon, President
- Central Virginia – Charles Hendricks, President
- Delaware – no representative
- DC Metro – Tom Feulner, President
- Erie – Laureen Reineke, Past President
- North Central Penn – no representative
- North East Penn – no representative
- Northern VA – Alan Geary, Past President
- Penn Rail Road – Mike Lechleitner, President
- Philadelphia – Steve Lawrey, President-Elect
- Pittsburgh – David Miller, President
- Princeton – no representative
- Richmond – Jim Snowa, Chapter Director
- South Jersey – no representative
- Tidewater VA – Richard Rivin, President

A quorum was determined to be present.

**INTRODUCTION OF GUESTS** – Mitch Miller, AIA, CCS, CSI, MAI

Vice President Mitch Miller introduced our honored guests:

Gilman Hu FCSI CCS SCIP, President of the Institute and Ellen Crews, FCSI CCS, Treasurer of the Institute.

Institute Fellows were asked to stand and be recognized.

**OPENING REMARKS** - Henry J. Zirkle, FCSI, MAI

President Zirkle welcomed everyone and expressed congratulations and thank you to Allentown Chapter for a wonderful conference so far. He kept his remarks brief, stating that we had a lot of important business that needed to be addressed at this meeting.

Mitch Miller, AIA, CCS, CSI, MAI

Vice President Miller also expressed welcome, and asked how many had expected President Teddy Rosevelt as the lunch keynote speaker?

**APPROVAL OF MINUTES** - Mitch Miller, AIA, CCS, CSI, MAI

Minutes of the April 19, 2008 Middle Atlantic Region Spring Board Meeting at LOS were presented by previous Secretary Mitch Miller. Motion was made by Laureen Renieke to accept the minutes as submitted, seconded by Dave Miller; Motion carried

**TREASURER’S REPORT** – Linda Pressler, RA, CSI, CDT

Treasurer Pressler presented the treasurer’s report indicating the close out documents for 2008 and status of the current budget for 2009. She noted that MAR had received funds being held for the Princeton Chapter and that the treasury was sound having received more funds than expended so far this year.

A change to the committee breakdown of the budget on page 6: Certification total is \$770, and Awards total is \$1500 to reflect changes made at the last Board meeting.

Regarding committee reimbursement, breakdown within each committee budget is a recommendation; however, if

a committee should find they need to exceed their total, they need to request additional funding from the Board. Treasurer Pressler requested updated contact information for all chapters as some of the information on the CSInet.org was incorrect or missing and Region dues invoices still need to go out to some chapters. The Treasurer's Report is filed for audit:

**INSTITUTE ACTIVITIES** – Henry Zirkle, FCSI MAI

Mr. Zirkle gave a brief listing of the issues to be addressed by the Institute Board in upcoming meetings, including receiving the report and recommendations from the Institute GRITT regarding operations changes to implement the Bylaws Changes that took effect as of FY2009.

He noted that he and Mr. Miller would be present at 2 anticipated meeting of the Institute board in coming months, first of which will be November 1; if any one had items or issues needing to be addressed to please forward the items to them in the next month. Mr. Zirkle is currently serving on the Audit Committee of the Institute Board and Mr. Miller as Junior Institute Director has yet to be assigned to a Board Committee.

**REGION COMMITTEE REPORTS**

**ACADEMIC AFFAIRS** –

No Report A call went out for volunteers under New Business; Mr. Miller stated that he had a CD of information about accredited schools and their location in regards to all Middle Atlantic Chapters for use by new chair. (supplied by Margaret Chewnng at last board meeting)

**AWARDS** – Diana Hamilton

The Awards committee is ready for the Awards presentations at the Banquet this evening.

**CERTIFICATION** – Mary Ellen Pfiester

Report submitted, Additional information: All Certification and CDT exams will be provided at Prometric as computer based in the spring with immediate feedback. Exams given at Region conferences will continue to be paper based with the expected 6 week turnaround for the grade.

**EDUCATION** – Ray Gaines

Report submitted; Soliciting specific topics for presentation at LOS in the spring. Please contact Ray Gaines with suggestions.

**COMMUNICATIONS** - No Report

**MEMBERSHIP** – Marvin Kemp

Report submitted; Working on logistics to propose a membership challenge to the Chapters based upon the resolution passed last spring.

**OPERATIONS** – Sal Verrastro

Verbal Report: LOS is scheduled for April 24 and 25 at the Wyndam Gettysburg. Noted that this is becoming an active location so reservations for rooms should be made as soon as possible. Comment was made from DC Metro Chapter that the date conflicts with "Building Together" event which members of DC Metro and Baltimore will be participating in.

**PLANNING** – Bill Brightbill

Verbal Report – Just getting into the position and looking for assignments. Made arrangements to discuss with Mr. Zirkle at a later time.

**TECHNICAL** – Stu Cluck

Report submitted; New agenda was requested for the LOS program, to be discussed with Mr. Gaines.

**CHAPTER REPORTS****ALLENTOWN** – Brian Teeters, President

Report submitted; Thank yous were expressed to the Allentown Chapter from all Board members for the planning of the events and location for MARC08.

**BALTIMORE** – Sarah Caldwell, President

Report submitted; noted that there were a number of new faces on the Baltimore Board, expect changes to be occurring there.

**BLUE RIDGE** –

No Representative present; but Report was submitted. Mr. Zirkle noted that although this chapter has recently come back to life, they are struggling again due to some business transfers of some of the Board members.

**CENTRAL PA** – John Cannon, President

Report submitted.

**CENTRAL VA** – Charles Hendricks

Report submitted; noted that the Student Affiliate at University of Virginia has become active again with 17 students.

**DELAWARE** – No Report**DC METRO** – Tom Feulner, President

Report submitted with the DCM speakers bureau attached; Stated that the chapter is in good fiscal shape, the Board is rebuilding after retirement of a number of key members with the next generation of CSI members; and the chapter meetings are being presented in a new venue.

**ERIE** –Laureen Reinke, Past President

Report submitted.

**NORTH CENTRAL PA** – No report**NORTH EAST PA** – No report**NORTHERN VA** – Alan Geary, Past President

Report submitted.

**PENNSYLVANIA RAILROAD** – Mike Lechleitner, President

Report submitted.

**PHILADELPHIA** – Steve Lawrey, President-elect

Report submitted; one change to report – the professional director's position is currently vacant.

**PITTSBURGH** – David Miller, President

Report submitted.

**PRINCETON** –

No report

**RICHMOND** – Jim Snowa, member

Report submitted.

**SOUTH JERSEY - No Report****TIDEWATER VA– Rick Rivin, President**

Report submitted; Tidewater has recently added an Education Chair. Information has been forwarded to Institute.

**REGION CONFERENCE REPORTS**

## 2009 Conference – Central Virginia – October 8-11, 2009

REPORT BY: Ray Gaines, Chair

Report submitted. Same dates as previous conference in Charlottesville ('98) Adding Golf and Sporting Clays as events. Hotel rates are slightly higher, but are looking for a major sponsor to subsidize the cost of the rooms. Hard hat and Architectural tours are planned with the theme having evolved to include a cancer center recently built in the area.

## 2010 Conference – Princeton

REPORT BY: Henry Zirkle

Verbal Report: Discussions with North East Region regarding a possible Bi-Region Conference does not seem to be working out. Possible proposal will be a conference hosted by the Region itself in the Princeton area. Mr. Zirkle will be calling for volunteers to assist in setting up the planning for this conference. (after the meeting Linda Pressler volunteered to be 'on the ground in Annapolis, as a location to be considered)

## 2011 Conference – Richmond

REPORT BY: Henry Zirkle

Verbal Report: Committees are in the process of being formed for the 2011 conference.

## 2012 Conference – Erie

REPORT BY: Laureen Reinke

Verbal Report: Committee is just forming, Ms Reinke will be chairing.

## 2013 Conference – Blue Ridge

REPORT BY: Henry Zirkle

As stated before, chapter is currently struggling, will leave conference sequence as it stands to see if Blue Ridge will revive.

**OLD BUSINESS**

## A – Region Governance Changes to align with the Institute

REPORT BY: Charles Beauduy, Chair – Middle Atlantic Region Governance Review Task Team

Submitted: (1) Letter to Chapter Presidents dtd 7/30/08 re MAR Governance Proposal Changes

(2) Copy of By-Laws with markups indicating Changes

(3) Copy of Admin Guide Chapters affected by Governance Change

**COMMENTS:**

Starting with the letter to the Chapter Presidents (1) Mr. Beauduy synopsized the changes to the By-laws and explained the process completed by the Task Team. The revised By-laws were reviewed and after some discussion a motion was made by Dave Miller to accept the revisions, seconded by John Cannon. The question was called and approved unanimously.

Ray Gaines assisted with the review of the affected changes in the Admin Guide in addition to the 2 new chapters required to implement the governance changes.

**Discussion:**

What funding would be provided by Institute for the Institute Director to participate in Region activities?

Unknown at this time until the recommendations from the Institute GRTT team are presented Nov. 1;

however Ms Pressler stated that the Region could at this time provide some funding for Institute Director for this purpose and to visit chapters.

Voting would be on the same schedule as the Institute Director, with first set of elections this spring. Don't know at present if the Institute will assist in the process for this first time, but anticipate that Region will have to run the Region elections itself.

Motion made to accept the changes to the Region Guide with the restriction that persons running for office can not serve on the Nominations or Teller's committees; Laureen Reinke, seconded by Sarah Caldwell. Motion carried

Region Slate of Officers to be proposed by the Nominations Committee headed by Bill Brightbill. Region Board to be polled for approval of slate of nominees.

Implementation of the Teller's committee is on hold until determination regarding assistance from Institute is known.

#### B – Filling of Region Committee Chairs

Mr. Zirkle reported that the MAR currently does not have chairs for the Academic Affairs and Communications Committees and called for volunteers to step up to the posts. Information and mentoring is available for both posts.

#### C – Filling of Region Committee Positions

Mr. Zirkle reiterated the need to populate all of the Committees in addition to the Region Chairs.

### **NEW BUSINESS**

#### A – Memorial naming of the Annual Region Conference Sporting Clays Event

REPORT BY: Mitch Miller

Proposal has been made to name the Annual Sporting Clays event at Region Conference for our friend Ken Nagie. Motion made by Jim Snowa: to name this event – the Kenneth T. Nagie Memorial Clay Shooting Tournament; seconded by Sarah Caldwell; Motion carried

#### B – Region Website

REPORT BY: Henry Zirkle

The Middle Atlantic Region domain name was hijacked a couple of months ago, rendering our website inactive. Mr. Zirkle has obtained a new domain name of MAR-CSI.org for our use. An Ad-hoc Committee was formed to oversee the development and implementation of a new website design. The Committee consists of Bill Brightbill, Dave Miller, Brad Teeters, Henry Zirkle and Mitch Miller.

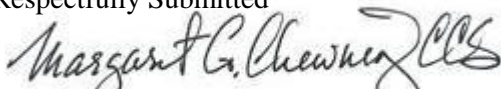
C.- Charles Hendricks who serves on the Institute Membership Committee gave a short report of their activities.

D – Question was raised regarding a possible memorial for Gary Betts FCSI CCS, past President of the Institute. Possible suggestion was a contribution to the Fellows Scholarship Fund in Mr. Betts name. Action was tabled at this time until more information could be obtained.

Meeting adjourned at 3:42 pm.

**NEXT MEETING** – Spring Board Meeting at LOS– April 24, 2009,  
Wyndham Gettysburg, Gettysburg PA

Respectfully Submitted



Margaret G. Chewning FCSI CCS OCCA  
Secretary, Middle Atlantic Region CSI