



11/2/2023

CSI Phoenix Chapter Board 2023-2024

Meeting Minutes

1. Meeting brought to order Minnie Robles called to order at 10:06am
2. Announcements:
 - SW Regional Conference – April 17th – 20th The Lodge on the Desert Hotel
 - Review CSI Chapter and Region Support Document from Morayma Bittle-CSI SW Region Director.
 - Board Direction – work closely as the board, and how to help the chapter grow. Committees will be separate.
3. Board Member Positions /Attendance Quorum Confirmation (5 minutes)
 Total of 5 are in attendance – quorum is present.

P	T	A	Name	Board Position	Phone	Email
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minnie Robles	President	520-273-3220	Minnie.robles@jm.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brooke Montelongo	President Elect	602-734-5333	Bmontelongo@arcadiainc.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jeff Nielsen	1st Vice President	480-601-8762	JNIE@hempel.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vacant	2 nd VP		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heather Unger	Secretary	602-448-5355	Hunger@fmsolutions.net
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Teri Hand	Treasurer	602-418-1268	thand@swcspecialists.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jaime Garrido	Past President	602-256-4375	Jaime.garrido@phoenix.gov
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jeff Nielsen	Director 23-24	480-601-8762	JNIE@hempel.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vacant	Director 23-25		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clarissa Aguilar	Director 23-25	480-886-0290	cla@MergeAG.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ron Stas	Director 23-25	602-377-4002	rstas@ppg.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jay Harris	SW Region President	602-819-8813	Jay.harris@allegion.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Robin Snyder	SW Region Secretary	602-369-8163	robin@spectraspecs.com

Chapter Committee Chairs

P	T	A	Name	Committee	Phone	Email
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jaime Garrido	Education	602-256-4375	Jaime.garrido@phoenix.gov
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	John McCall	Technical	480-438-9291	Johnmccall44@gmail.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bobbi Jo Huskey	Programs	602-390-3599	bobbijo@partitionsco.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mark Ramos	Membership	480-204-8349	mark@aztractionflooring.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lisa Brown	Membership	480-339-9247	lisa.brown@karndean.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vacant	Awards		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Derek Cassano	Communications	602-616-2063	Derek.cassano@dormakaba.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brooke Montelongo	Publicity	602-734-5333	bmontelongo@arcadiainc.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Frank Thomas	Fundraising Golf Tournament	480-589-2013	fthomas@obe.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minnie Robles	Let's Build Camp	520-273-3220	Minnie.robles@jm.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heather Unger	Let's Build Camp	602-448-5355	hunger@fmsolutions.net

4. Review of Chapter Committees Activities

- Next board meeting-Committee chairs reporting to Jeff (VP) to provide brief report in board meeting.
- Programs – Chair Bobbi Jo Huskey/ Brooke Montelongo
 - November 9th, 5:30-7:30PM Codes vs. Design with Ron Geren and Jones Studio at ASU Thunderbird.
 - December 14th, holiday party at the Pedal Haus.
 - April 11th- What is CSI? Panel discussion with CDT, CCCA, CCS, CCPR, all with CSI Certifications.
 - May 9th- Brooke still finalizing-Panel Discussion with owner, GC, Architect, spec writer, sub. Etc. full project team.
 - All other chapter meetings are scheduled.
- Membership – Chair Lisa Brown
 - 5 New members since last month!
 - Creation of a “CSI Phoenix Chapter booth” and fees at GC conferences.
 - Jay Harris-funding from SW Region to support this.
- Professional Development & Certification/Education – Jamie Garrido/Barbara Faulwetter
 - 3 offerings for CDT classes
 - Jaime/Neil/Ron-class over 2 weekends, 3 days – beginning of February, need details to market this.
 - Cherise from Portland-December CDT class registration to open: <https://www.portlandcsi.org/cdt-study-classes>. Classes January or early February 12 weeks – Thursday nights.
 - Barbara Faulwetter-Tutorials by appointment
 - Derek Cassano(communications) to advertise all of these.
- Academic Programs/Scholarships – Jaime Garrido/Heather Unger
 - Promote ASU and U of A Scholarships.
 - Research EVIT events for promotion.
 - Provide 3 scholarships this year.
 - Derek to check AIAs scholarship for further information.
- Technical Committee-John McCall
 - Need to meet with Minnie 11/9 and review the resources / links for CSI Institute technical committee support.
 - Create master list of committees with SW Region contact (Robin).
- Awards–Heather Unger/Clarissa Aguilar
 - Distinguished Member Recognition for Ron Geren-Celebration Event
 - Tentative Friday 1/26 5:30-8:00 – send out save the date Bobbi Jo.
 - Derek providing contacts from Neil.
 - Funding Support from SW Region for event – check with Robin.
 - OCC and other awards for the year.
- Media/Communications–Derek Cassano
 - All accounts – LinkedIn, Instagram, Facebook – add tracking to all accounts.
 - May add AI posting, gaining traction right now.
 - Review of The “Star chapter” chapter management company
 - Costs \$83 monthly, + \$779 Set up fee.
 - Website transfer of data coordination?
 - Contact with other CSI chapter using this service to review their ROI
 - Vote to attend a meeting with Star Chapter:
 - In Favor = Unanimous in Favor Opposed = 0
 - Meeting scheduled for 11/8 1:30PM.
- Publicity–Brooke Montelongo
 - Instagram/Linked In. following CSI Phoenix

- Events/Fundraising – Golf Tournament
 - Avoid scheduling April 17-20 for SW Region event.
 - Researching other venues-need pricing
 - Events/Fundraising- Let's Build Construction Camp for Girls-Minnie Robles/Heather Unger
 - Sponsors already donating items for the camp. - 40 hard hats store at ATAS – send Minnie address and contact info.
5. Treasury Report - Teri Hand
- Provide current chapter current banking statement update.
 - i. Checking: \$76,888
 - ii. Savings: \$30,208
6. Round Table Items-
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7. Closing – Bobbi Jo motioned to adjourn, Heather seconded the motion.
8. Meeting adjourned: 12:57