



12/11/2023

CSI Phoenix Chapter Board 2023-2024

Meeting Minutes

1. Meeting brought to order Minnie Robles called to order at 10:04 am
2. Announcements:
 - SW Regional Conference – April 17th – 20th The Lodge on the Desert Hotel – registration in January.
 - 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 6 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brooke Montelongo	President Elect	602-734-5333	Bmontelongo@arcadiainc.com
<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Teri Hand	Treasurer	602-418-1268	thand@swcspecialists.com
<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jaime Garrido	Education	602-256-4375	Jaime.garrido@phoenix.gov
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	John McCall	Technical	480-438-9291	Johnmccall44@gmail.com
<input 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"/>	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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brooke Montelongo	Publicity	602-734-5333	bmontelongo@arcadiainc.com
<input checked="" 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.
 - i. Minnie to communicate with
- 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.
 - January – location finalizing at GCU.
 - 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
 - Member count – 2 new,
 - Creation of a “CSI Phoenix Chapter booth” and funding for GC conferences.
 - CSI Phx donated a table from ARCA for conf. in September 19-21 at Wekapah casino, trade show is on the 20th.
 - 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. Need the format for class form Neil and Ron.
 - 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 these-promote on social media.
- 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 and review the resources / links for CSI Institute technical committee support.
 - Create master list of committees with SW Region contact (Robin). – Denver?
- 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.
 - Fate Brewing co. – possible venue.
 - Heather to schedule meeting with Derek, Neil, Minnie to confirm event plans.
 - OCC and other awards for the year.
- Media/Communications–Derek Cassano
 - All accounts – LinkedIn-216, Instagram-78, 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 – who is doing this?

- Bill highway-mandatory for dues from Institute, would move dues to CSI Phx.
 - Bill Highway charges for ticketing for event management?
 - Star Chapter – charge for event management? Easier than PayPal? Processing fees?
 - Need proposal for this with all details.
 - Review all pricing and processes with Teri Hand for approval.
 - Vote on conditional approval to move our website to Star Chapter or Bill Highway?
 - Ron 1st motion, Brooke 2nd the motion for vote.
 - In Favor = Unanimously approved Opposed = 0
 - Publicity–Brooke Montelongo
 - Instagram/Linked In. following CSI Phoenix
 - Events/Fundraising
 - Golf Tournament 3/22 San Marcos Golf Course in Chandler!
 - Frank retiring from Old Castle
 - Architect services raffle
 - Let’s Build Construction Camp for Girls-Minnie Robles/Heather Unger
 - Sponsors already donating items for the camp. - 40 hard hats store at ATAS.
 - ARCA – customer appreciation event 2/26- will have a table at their trade show to raise money for this event.
 - Future Cities Event 2024
 - Future City Competition Arizona Region 2023-2024 CSI Sponsored Award “Excellence in the use of Materials.”
 - Volunteers for Society Judges
 - Sunday, Jan 14-Thurs Jan 18, 2024: Models on display at City of Phoenix Burton Barr Library for viewing/judging (typically 1-2 hrs review time at your scheduling)
 - Saturday, January 20, 2024: Arizona Regional Finals at Casteel High School in Queen Creek, AZ.
 - Contact Heather for more information.
5. Treasury Report - Teri Hand
- Provide current chapter current banking statement update.
 - i. Checking: \$70,500.24
 - ii. Savings: \$30,206.50
6. Round Table Items-
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7. Closing – Bobbi Jo motioned to adjourn, Jamie seconded the motion.
8. Meeting adjourned: 11:02