

# Boston CSI November 15, 2017 Meeting Notes



Knowledge for Creating and Sustaining the Built Environment  
[www.csinet.org](http://www.csinet.org) [www.neregioncsi.org](http://www.neregioncsi.org) [www.csiboston.org](http://www.csiboston.org)

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**Boston Chapter of CSI** **Wednesday, November 15, 2017**

**MEETING AGENDA 4:15 -5:15**

Cynie Linton	President	<input checked="" type="checkbox"/>
Howard Levine	Vice President	<input type="checkbox"/>
Bob McEachern	President Elect	<input checked="" type="checkbox"/>
Herb Ule	Treasurer	<input checked="" type="checkbox"/>
Craig Boucher	Secretary	<input checked="" type="checkbox"/>
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Len Anastasi	Director	<input checked="" type="checkbox"/>
Gary Brock	Director	<input type="checkbox"/>
Ralph Enos	Director	<input type="checkbox"/>
Tara Ikenouye	Director	<input type="checkbox"/>
Heidi Jandris	Director	<input checked="" type="checkbox"/>
Andrew Jeffrey	Director	<input checked="" type="checkbox"/>
Kelsey McMenemy	Director	<input checked="" type="checkbox"/>
Matt Zyrkowski	Director	<input type="checkbox"/>
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Susan Borne	Region Director	<input checked="" type="checkbox"/>
Tony De Vito	Table Tops Coordinator	<input type="checkbox"/>
Kevin Murray	Microsite/Web Editor	<input checked="" type="checkbox"/>

Quorum Achieved  
4:32PM – Meeting Started

Next meeting: **WINTER SOCIAL MONDAY DECEMBER 11, 2017, Casino Night, 5:00 pm – 8 PM, U Mass Club**, One Beacon Street, 32<sup>nd</sup> Floor, Boston, MA

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**CURRENT MEMBERSHIP 144**

**New and Renewing Members: 5 see below**

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**UPCOMING INDUSTRY EVENTS**

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**REVIEW AND APPROVAL OF OCTOBER MEETING MINUTES**

**Budget approved Unanimously**  
**Need to publicize meeting better in advance**  
**ABX booth and Sign up**  
**Successful**  
**Banner design**  
**Successful**  
**Gary volunteered to take photos at events**

## **CSI Web site – We want a full site (like Chicago)**

### **Committee Reports**

#### **Programming**

**Met via conference call 10-5**

**CEUs set up**

**Developing programs**

#### **Membership and Awards**

**Needs to meet**

**Membership down, but more activity among members**

**Terry will build database**

Minutes Approved:

- Kelsey motioned to approve
- Bob seconded
- Approved unanimously

### **Priority Action Items –**

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- Tables Tops for tonight
  - One for tonight
- Committee Reports – See below
- Winter Social:
  - Sponsors
    - Casino tables and staff are booked. Cost \$1500. Planning to have some prizes
    - Food is \$5K min. Asked if we could include the drinks in that min. Waiting to hear back.
    - We need sponsors to offset cost
    - Anticipated charge is \$50 per person
    - Total Cost is anticipated to be \$7200, offset by \$2500 for attendance fee
  - Tasks
    - Bob to work on a prize
    - Heidi and Kelsey to work on a prize
    - Bob to compile a slide show for the sponsors. Sponsors to provide a couple slides. Add some photos from past CSI events.
    - Cynie to organize the awards presentation at the Winter Social

### **Committee Reports**

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#### Communications Committee – **Susan Borne**

- No meetings
- Susan has been sending emails to emerging professionals to spread the word
- Tri-fold calendars are now complete to advertise the meetings
- Susan looking for suggestions on other groups to notify about meetings
- Kevin to update the meeting calendar on our microsite
- Let ICRI, RCI and BEC know about the January meeting

#### Programming Committee – **Craig Boucher**

- Met on Nov. 1<sup>st</sup>.
- Working on 6 good ideas. Still need 2 more ideas.

- Goal is to have the programs, presenters and schedule confirmed by June 2018

Membership and Awards Committee – **Bob McEachern/Tara Ikenouye**

- Kristin Norwood interested in joining the committee
- Jared Gorman interested in joining the committee
- Next action – get sponsors in line, collect payment and on the banner
- Tara met with Ralph to begin the transition process. Ralph may not be staying as a member of CSI. Looking to award Ralph for his contributions to the CSI Boston Chapter.

Operations Committee – **Kelsey McMenemy**

See above

Subcommittees:

Web Site – **Heidi Jandris**

Waiting until January to revisit web site discussion

Socials – **Kelsey McMenemy**

See above

Certifications – **Tom Scarlata**

**Ongoing Action Items**

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**New Action Items**

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Decided to charge all non-members \$55 for the January meeting

CDT Class – Set up. Bob to follow-up with Tom on the class

Awards to be given out at Winter Social

Bob wants to have a page on the web site for parameter sponsors. Another page for Winter Social sponsors that lasts for 6 months, and Summer Social sponsors that will last for the other 6 months

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MONTHLY PROGRAM – NOVEMBER 15, 2017

EVENING ANNOUNCEMENTS – TO MEMBERS AT LARGE

1) Membership in the Chapter: 144 (up 2)

New or Renewed Members this month – 5, Thank you

Bill Bowdren, CSI

John Gant, CSI, CCS, CCPR, AHC

Dave Nee, CSI

James Vogel, CSI

Scott Walker, CSI, CDT

2) Please consider Sponsorships and Parameter Ad Opportunities.

- See a board member or look on the website.
- 2) Please add the CSI logo to your business cards link  
<http://www.csinet.org/memberlogo>
  - 2) Please volunteer. Come to a board meeting, programming meeting or membership meeting
  - 3) Upcoming events ABX/GREENBUILD, study group for CCS/CCPR
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TONIGHTS MEETING:

TITLE: **Illustrated Guide to Door Hardware**

PRESENTER:

**Scott Tobias**

DESCRIPTION:

Scott will discuss the importance of door hardware as it relates to life safety, fire safety, security, sustainability, and convenience, with a focus on the door hardware industry standard "Sequence and Format of the Hardware Schedule", and how to use the checklist to ensure that all aspects of a door opening including function, code, and accessibility have been addressed.

SIGN-IN SHEET FOR AIA CREDIT. At sign in desk.

TABLETOPS: Jeff Battick, Allegion

NEXT MEETING/PROGRAM:

**Winter Social - Casino Night - Wednesday December 11, 2017, 5:00 pm - 8:00 pm, UMass Club, One Beacon Street, 32<sup>nd</sup> Floor, Boston, MA.**

**Next Regular Board Meeting and Program Wednesday January 10, 2017, Joint Meeting with ICRI **Where the Roof Meets the Wall: Parapets, Overhangs and other Stories**, Vince Cammalleri, AIA, Senior Principal at Simpson Gumpertz & Heger Inc.**

Adjourned meeting at 5:19PM:

- Herb motioned
- Bob seconded
- Approved unanimously