

CHAPTER OFFICERS

John Groff President
Jan Myers President-Elect
David Shaw Vice President
Scott Steffan Secretary
Mark Therkildsen Recording Secretary
William Brightbill, FCSI Treasurer

DIRECTORS

William Deck 1 year
John Cannon 1 year
Larry Saylor 1 year
Don Scruggs 2 years
Charles Beauduy 2 years
John Morgan 2 years

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EDITOR

Jeff Turicik

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Co-Chair Charles Beauduy

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Co-Chair Don Scruggs

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EDUCATION Robert Loftin
Co-Chair Don Scruggs

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COMMUNICATION** Tanya Ritter

EXHIBIT SHOW Eric Lussier
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Co-Chair Charles Beauduy

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Co-Chair Jeff Turicik

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CHOICE

Volume 47
No. 12 rev. 0



CENTRAL PENNSYLVANIA CHAPTER
CONSTRUCTION SPECIFICATIONS INSTITUTE

August
2011

Next Meeting

Tuesday, September 6, 2011

There will be no formal meeting in August

The next meeting will be on September 6
at the Radisson Hotel.

Anatomy of a Bond
Performance and Payment Bonds
by
Lydia Mantle
Murray Insurance
AIA Program

Watch the website for details.

*Spouses, guests and visitors
are welcome and encouraged to attend.*

RADISSON HOTEL

1150 Camp Hill Bypass, Camp Hill, PA

Board Meeting - 5:00 pm

All members are welcome to attend the Board Meeting

Attitude Adjustment - 6:00 pm

Dinner - 6:30 pm

Program - 7:15 pm

Dinner Cost

Free for Central Pennsylvania Chapter CSI Members;
Students \$10, All Others \$25

Watch the website for dinner details.

**The Central Pennsylvania Chapter meets
the second Tuesday monthly
except NO meetings are held in July or August.**

*Please Read Ads On Our Website
They Support "Choice"*

www.cpc-csi.org

Inside the Choice

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**All material MUST be in
the editor's hands no later
than August 19, 2011 for
publication in the
September 2011 issue of
"Choice".**

Send to:
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Mechanicsburg, PA 17050
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The Construction Specifications Institute is a nation-wide nonprofit technical organization dedicated to the advancement of construction technology through communications, education, research and service. Founded in 1948, CSI provides a forum for architects, engineers, specification writers, contractors, suppliers and others in the industry.

Anyone who is concerned with construction specifications in any manner is invited to apply for membership.
Contact: Jan Myers
Ph: 717-238-4910.



**Knowledge for
Creating and Sustaining
the Built Environment**

Minutes of Board of Directors Meeting



Mark B. Therkinden,
AIA, CSI
Recording Secretary

Date: July 12, 2011

Time: 5:00 pm

Location: Gannett Fleming,
Camp Hill, PA

The Board of Directors of the Central Pennsylvania Chapter of the Construction Specifications Institute met at the office of Gannett Fleming, Inc. in Camp Hill, PA on July 12, 2011. President Groff called the meeting to order at 5:00 p.m. Board members and committee

chairs present were: Brightbill, Brunski, Burkholder, Groff, Lofting, Ritter, Scruggs, Shaw, Snyder, and Therkinden.

Opening Comments:

1. President Groff welcomed the group of officers, board members, and attendees. We did not have a quorum, and the meeting was brought to order.

Approval of Minutes:

2. Minutes from the June 14, 2011, board meeting received no objections as distributed. Final approval will be obtained at a future meeting when we have a quorum.

Treasurer's Report:

3. Treasurer Brightbill presented current checking and savings account balance sheets, including a discussion of expenses and revenues.

4. A budget draft was reviewed, but it was not ready for final presentation.

5. The reimbursement policy for attending the Institute Convention in Chicago will be discussed at the next meeting.

Officer's Reports:

6. **President Elect** President-Elect Groff thanked Jake Burkholder for his service as President of the Central Pennsylvania CSI Chapter. He commented that a Regional meeting is scheduled for September 13 in Chicago. Declining membership has been discussed in the previous Regional meeting attended by Groff.

7. **Vice President** No report.

8. **Secretary** No report.

9. **Past President/Advisor** Past President Burkholder suggest that charitable donations during the Christmas season should become a regular agenda item. Donations made to two groups last year were much appreciated.

Editor's Report:

10. No report.

Committee Reports:

11. **Academic Affairs:** No report.

12. **Advertising:** No report.

13. **Archives:** No report.

14. **Awards:** Congratulations were extended to Bill Brightbill for receiving the first inaugural Sidney J. Myers award. Sid's widow sent the Chapter a thank you letter for inviting her to the awards banquet to witness presentation of the inaugural award. Jeff Snyder was thanked for his work as Chapter awards chairman; he is now the Region awards chairman. The Central Pennsylvania Chapter will receive an Outstanding Chapter award at the next national convention.

15. **Budget/Finance:** No report.

16. **Bylaws:** Institute bylaws changes are being reviewed. Office terms are changed to two years, and a coin toss will be used for tie breakers.

17. **Certification:** The CDT class will be revamped next year. Groff has a copy of the new Practice Guides (Construction Specifications, Construction Contract Administration, and Project Delivery). Chair Brunski requested approval and budget to purchase a new PowerPoint presentation from Institute that includes 10 modules as an aid for the course.

18. **Education:** No report.

19. **Electronic Comm:** Chair Ritter requested clarification of her responsibilities. Using Twitter, LinkedIn, and other social media were briefly discussed. Ritter was told that other Chairs will be asking for help with communications for their committees.

20. **Exhibit/Show:** No report.

21. **Hospitality:** No report.

22. **Long Range Planning:** A master calendar should be used for long range planning. The master calendar will be maintained by the Vice President.

23. **Membership:** The Institute has requested that membership committees should contact members whose renewal dates are coming up soon to provide encouragement to renew their memberships. New members may be attracted by the Institute's 50/50 program.

24. **Program:** Future program topics and speakers are needed. Some of the ideas discussed were green residential programs and Marcellus Shale opportunities. The Board discussed the desire for an August social activity. There will be no cost to the members attending the event. Groff and Brightbill will meet to discuss ideas, such as a social at a micro-brewery.

25. **Publicity:** No report.

26. **Roster:** An updated roster will be sent out to members by Scruggs in the near future. The new Institute member designations will be used: Professional, Emerging Professional, Emeritus, or Student.

27. **Technical:** No report.

Directors:

28. No reports.

Old Business:

6-1 Chapter Administrative Guidelines: Don Scruggs distributed the 2011-2012 fiscal year Chapter Organization and Committee Responsibility Outlines for Board review and approval. We need to develop a written document with official policies created by the Chapter for future reference (Example: Dues assistance policy). They could be appendices to the Chapter Organization and Committee Responsibility Outlines.

6-2 Chapter Bylaws: See Bylaws Committee Report

6-3 Vacant Committee Chairs and Co-Chairs: The Publicity

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Bill Deck,
Advertising Chair

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CHOICE STAFF

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Advertising
Bill Deck

Roster
Don Scruggs

Calling All Reps!

Would you like to highlight your company or a special product? Do we have a deal for you. For a mere \$125-\$150 you can display your wares during the social time and have 10 minutes of everyone's attention during dessert at one of our CPC/CSI dinner meetings. What an awesome opportunity to hit several specifiers at once. If you are a member of this chapter, it will cost \$125. If you are not, it will cost \$150. For more details, see the CPC-CSI.org website. To schedule a table top, call Bill Deck at 717-291-1077. Thanks!

Bill Deck
Advertising Chair



**Central Pennsylvania Chapter of the Construction Specifications Institute
Table Top Display Registration**

Name/Contact: _____

Company: _____

Meeting Date: _____

Telephone: _____ E-Mail: _____

Cost: \$125 members /\$150 non-members (does not include meal)

Fee Includes:

- 1. One 72 x 30 inch table to display product.
- 2. Display time: 6:00 - 7:00 P.M. (During social hour)
- 3. Presentation: 10 minute presentation during dessert.
- 4. Electrical: Outlets available. Vender supplied extension cords.

Contact: _____

CPC _____ Committee

717- _____ - _____

Calendar of Events

September 6, 2011
CSI Central Pa. Chapter
Dinner Meeting & Program

November 8, 2011
CSI Central Pa. Chapter
Dinner Meeting & Program

February 14, 2012
CSI Central Pa. Chapter
Dinner Meeting & Program

September 13-16, 2011
Construct 2011
in Chicago

December 13, 2011
CSI Central Pa. Chapter
Dinner Meeting & Program

October 11, 2011
CSI Central Pa. Chapter
Dinner Meeting & Program

January 10, 2012
CSI Central Pa. Chapter
Dinner Meeting & Program

(Continued from page 2)

Committee Chair is vacant and needs to be filled as do many Co-Chair positions.

6-4 Chapter Calendar: See Long Range planning Committee report.

6-5 Attracting New Members/Orientation/Mentoring: See Membership Committee Report.

6-6 Electronic Communication: See Electronic Communications Committee Report.

New Business:

7-1 Institute's Outstanding Chapter Award: See Awards Committee Report.

7-2 Budget: See Treasurer's Report.

7-3 Institute Conference in Chicago: See Treasurer's Report.

7-4 2013 Regional Conference in Gettysburg: Treasurer Brightbill will open an account to receive finances. Many committee positions remain unfilled.

7-5 Programs – Suggestions, Ideas, Contacts

7-6 Certification Review Course –See Certification Committee Report.

The next Board meeting is scheduled for 5:00 PM on August 9 at Gannett Fleming, Inc.. There will be no Chapter dinner meeting in August. The next Chapter dinner meeting is scheduled for September 6, 2011.

Respectively submitted,
Mark B. Therkildsen, AIA, CSI
Recording Secretary