



## **NCR BOARD'S TELECONFERENCE**

**BUILDING KNOWLEDGE/IMPROVING PROJECT DELIVERY**

### **Minutes for Meeting**

**Wednesday, 5 November, 2014 @ 8:30 a.m.**

**Facilitator: J W Mollohan, NCR President**

**Note Taker: David O'Bryan, NCR Secretary**

**Attendees: Region Officers, Chapter Presidents, Chapter Region Directors, RDC's, Institute Director**

#### **Agenda:**

- 1. Introduction: J W Mollohan**
- 2. Roll Call: David O'Bryan**
  - a. Region Officers: 3 out of 4**
    - i. Present: J W Mollohan, David O'Bryan, Joel Meyer**
    - ii. Absent: Mike Coan**
  - b. Chapter Directors (14 of 20 present representing a quorum)**
    - i. Present: Red River Valley-Daryl Bachmeier, Minneapolis/St Paul-Mike Buchner, Wausau-Candy Zirngible, Milwaukee-Troy Steege, Madison-Lynn Javoroski, Nebraska-Dennis Schwieger, , Kansas City-Andrea Zawodny, Greater St Louis-Stephen Gantner, Southwest MO-Jeff Jones, Northern Illinois-Fred Burr, Chicago-Elias Saltz , Twin Ports-Erick Filby, Fox River Valley-David Atkins, Central Iowa-Charles Janson**
    - ii. Absent: Central MO, Illowa, Central Illinois, Crandic, Flint Hills, , Mid Kansas**
    - iii. Note to Region that LaCrosse Chapter surrendered its charter several years ago and has been dropped from roster.**
  - c. Region Directors: 2 out of 5**
    - i. Present: Kermit Duncan, Randy Chapple**
    - ii. Absent: Gerard Capell, Steve Conrath and Kim Diehls**
  - d. Committee Chairs: 4 out of 7**
    - i. Present: Certification-Andrea Zawodny, Awards-Steve Gantner, Communications-Jason Schaum, Academic Liaison-Troy Steege.**
    - ii. Absent: Nominating Task Group-Sheldon Wolfe, Programs/Education-David Dixon**
    - iii. Vacant: Membership-Looking for Chair!!**



## **NCR BOARD'S TELECONFERENCE**

### **BUILDING KNOWLEDGE/IMPROVING PROJECT DELIVERY**

- e. Institute: Lynn Javoroski-Director
- 3. Minutes from Previous Meeting: Minutes from October 1<sup>st</sup>, 2014 where discussed and approved.
- 4. Treasury Report: Overview by Joel Meyer
  - a. September NCR Balance Sheet came in with total assets of \$48,761. The NCR Budget report was discussed and at the end of October 2013 we were at \$39,000. The region is currently operating to budget.
  - b. RAP funds from National are being distributed to the regions at a slow pace. We are still waiting for the last two months deposits.
  - c. Joel Meyer has created a Finance Committee to audit and discuss options for our financials. The members are Joel Meyer, Craig Hess, Steve Knutson, George Ramsey, and JW Mollohan as an Ex-Officio member. They did not meet in October. Joel had first meeting with US Bank to discuss investment opportunities.
  - d. Financial Reports dated 10/31/14 will be posted on NCR Website for review.
- 5. Presidential Comments: J W Mollohan
  - a. By Laws
    - i. Have been approved by National and are being sent out to NCR Board for review with their chapters to prepare for upcoming Board Meeting for ratification. The meeting will be Monday, November 24<sup>th</sup>, 2014 at 8:30am CDT. Invite to follow.
    - ii. This must be completed this month so as not to interfere with our nominations of upcoming NCR positions of President, President Elect, and Treasurer.
  - b. REMINDER: Communication/Web Site Opportunities: JW discussed that Peter Dinschel, our web site chair has asked to scale back his role due to work and health concerns. This is an important part of our communication as a region and we are looking for members to become involved. We are always accepting volunteers to that want to assist and help better the region. Please reach out!!
  - c. CSI National CONSTRUCT 2015-St Louis, MO Update



## **NCR BOARD'S TELECONFERENCE**

### **BUILDING KNOWLEDGE/IMPROVING PROJECT DELIVERY**

- i. George Everding has taken over as committee chair. The committee is meeting with Hanley Wood in St Louis next week. The committee is in the process of shooting a commercial and planning their St Louis events.**

#### **6. NCR Conference Schedule:**

##### **a. Chicago/Northern Illinois/Great Lakes Bi Region-May 7-9<sup>th</sup>, 2015**

- i. Update on Bi Region Conference-Elias Saltz, President Elect of Chicago Chapter discussed highlights of the next NCR Conference. The conference will be held in downtown Chicago at the Holiday Inn Mart Plaza, 350 W. Mart Center Drive, Chicago, IL. 60654. They have secured a rate of \$139.00 per night. They are planning an early bird tour and dinner cruise on May 7<sup>th</sup> for early arrivals, companion tours, CEU Tracks, Leadership Tracks, Product Expo with 80 exhibitors, a silent auction with item donated from each chapter for a local charity, Awards Banquet, and our regional meetings. This will be side by side with the Great Lakes Region. For product reps and firms, please keep an eye out for sponsorship opportunities in the near future. Please plan to be in attendance. Go to NCR Website for information.**
- ii. Upcoming NCR Chapter hosts may be reaching out to past chapter hosts for financial information and ideas.**

##### **b. Central Iowa/Crandic-2016**

##### **c. Madison-2017**

##### **d. Twin Ports-2018**

##### **e. Greater St Louis-2019**

##### **f. Bi-Region with South Central-2020**

#### **7. Institute Update: Lynn Javoroski**

##### **a. Institute Ballot:**

- i. Lynn and her committee have nominated the following for the National Ballot for our Regional Director position.**
  - 1. Laura Jean Derrick**
  - 2. J W Mollohan**



## **NCR BOARD'S TELECONFERENCE**

### **BUILDING KNOWLEDGE/IMPROVING PROJECT DELIVERY**

- b. We have multiple people running for positions this year on the National Ballot and have some “young blood” in the mix. This is good for the organization and the future of CSI.**
- c. CSI Executive Director Walter Marlowe, P.E., ASAE announced that he will resign his position effective 3 December. Walt has served our Association very well for many years and will be sorely missed. Walt has agreed to an offer from an association in the pharmaceutical industry near his Maryland home. This is a great move for Walt and we all wish him and his family well. The Board will engage an executive recruitment firm to conduct a nationwide search for a new executive director. Greg Ceton will serve as interim Executive Director until Walt's replacement can be found.**
  - i. Ross Spiegel is chair of the Search Committee for Walter's replacement.**

#### **8. Next NCR Board Meeting**

- a. Region Board Meeting Teleconference-Monday November 24<sup>th</sup>, 2014 @ 8:30am CDT**
- b. 1-866-910-4857 Pass Code 802435#**
- c. Agenda to follow**

#### **9. Next NCR Teleconference Meeting:**

- a. Region's Leaders' Teleconference-Wednesday, December 3rd @ 8:30AM Central**
- b. 1-866-910-4857 Pass Code 802435#**
- c. Agenda and financials to follow**

North Central Region of CSI  
**Balance Sheet**  
As of October 31, 2014

	<u>Oct 31, 14</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · US Bank	36,678.21
1100 · Bank Savings	
1100-03 · CD-0312	5,533.13
1100-06 · Money Market	<u>6,549.52</u>
<b>Total 1100 · Bank Savings</b>	<u>12,082.65</u>
<b>Total Checking/Savings</b>	<u>48,760.86</u>
<b>Total Current Assets</b>	<u>48,760.86</u>
<b>TOTAL ASSETS</b>	<b><u><u>48,760.86</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	<u>-1,294.47</u>
<b>Total Accounts Payable</b>	<u>-1,294.47</u>
<b>Total Current Liabilities</b>	<u>-1,294.47</u>
<b>Total Liabilities</b>	-1,294.47
<b>Equity</b>	
3000 · Opening Balance Equity	28,767.77
32000 · Unrestricted Net Assets	18,915.88
Net Income	<u>2,371.68</u>
<b>Total Equity</b>	<u>50,055.33</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>48,760.86</u></u></b>

## NORTH CENTRAL REGION BUDGET

Category	Item	Budget YTD	Actual YTD	Budgeted FY 15	Notes
<b><u>INCOME</u></b>					
100	Member Dues (from RAP &/or Assessment)	7,000.00	3,837.00	21,000.00	We expect a little more. Just hedging a bit. Grow Membership!
102	Bank Income	2.50	1.11	7.50	Perhaps after asset reallocation we can expect a bit in future years
	<b>Total Income</b>	<b>\$ 7,002.50</b>	<b>\$ 3,838.11</b>	<b>\$ 21,007.50</b>	
<b><u>EXPENSES</u></b>					
200	<b>Institute Convention / CONSTRUCT</b>	166.67	99.58	500.00	Waters and sodas at Caucus - charged only for those consumed
201	<b>GSL 2015 Host Chapter Subsidy</b>	466.67	700.00	1,400.00	Subsidy for Bob Teller & Ron Berra's travel to Baltimore Convention
	<b>Sub-Total</b>	<b>\$ 166.67</b>	<b>\$ 799.58</b>	<b>\$ 1,900.00</b>	
300	<b>NCR Conference</b>				
302	Advance to Host Chapter	-	-		
303	Speaker's Fees / Travel	-	-		
304	Presidents-Elect Training	3,166.67	-	9,500.00	Expect a higher turnout in Chicago
305	Annual Business Meeting	1,266.67	-	3,800.00	Expect a higher turnout in Chicago
	<b>Sub-Total for NCRC</b>	<b>\$ 4,433.33</b>	<b>\$ -</b>	<b>\$ 13,300.00</b>	
306	President's Expenses	-	-	-	T & E including for NCRC
307	Vice-President's Expenses	166.67	-	500.00	T & E including for NCRC
309	Secretary's Expenses	-	-	-	T & E including for NCRC
310	Treasurer's Expenses	100.00	-	300.00	T & E including for NCRC
315	Region District Coordinators' Expenses	666.67	-	2,000.00	T & E including for NCRC
	<b>Sub-Total T &amp; E</b>	<b>\$ 933.33</b>	<b>\$ -</b>	<b>\$ 2,800.00</b>	
400	<b>Administrative Expenses</b>				
401	Incorporation & Accounting Fees	333.33	325.00	1,000.00	Professional Audit
403	Postage	16.67	-	50.00	Stamps / parcels
404	Teleconferences	250.00	341.85	750.00	General, ExComm, RDC, & Board Meeting via teleconference

406	Other Expenses	83.33	-	250.00	Miscellaneous
	<b>Sub-Total Administrative</b>	<b>\$ 683.33</b>	<b>\$ 666.85</b>	<b>\$ 2,050.00</b>	
500	<b>Committee Expenses</b>				
501	Academic Liaison	83.33	-	250.00	T & E for Committee Chair
502	Awards	333.33	-	1,000.00	Really want to beef this up and make significant awards!
503	Certification	83.33	-	250.00	T & E for Committee Chair
504	Programs / Education	83.33	-	250.00	T & E for Committee Chair
505	Membership	83.33	-	250.00	T & E for Committee Chair
506	Communications / Website	166.67	-	500.00	Includes Constant Contact costs
	<b>Sub-Total Committees</b>	<b>\$ 833.33</b>	<b>\$ -</b>	<b>\$ 2,500.00</b>	
	<b>Total Expenses</b>	<b>7,050.00</b>	<b>1,466.43</b>	<b>22,550.00</b>	
<b>NET</b>	<b>Net Income Less Expenses</b>	<b>\$ (47.50)</b>	<b>\$ 2,371.68</b>	<b>\$ (1,542.50)</b>	<b>This deficit drawn from NCR checking account if needed</b>
<b>Category</b>	<b>Item</b>	<b>Budget YTD</b>	<b>Actual YTD</b>	<b>Proposed FY 15</b>	<b>Notes</b>