



NCR BOARD'S TELECONFERENCE

BUILDING KNOWLEDGE/IMPROVING PROJECT DELIVERY

Minutes for Meeting

Wednesday, 3 September, 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: J W Mollohan, David O'Bryan, Mike Coan, Joel Meyer**
 - b. Chapter Directors (14 of 20 present representing a quorum)**
 - i. Present: Red River Valley-Daryl Bachmeier, Minneapolis/St Paul-Craig Hess, Wausau-Candy Zirngible, Milwaukee-Lynn Javoroski, Madison-Ross Mori, Nebraska-Larry Reimnitz, , Mid Kansas-Keith Showell, Kansas City-Andrea Zawodny, , Central Iowa-Vic Wieland, Greater St Louis-Stephen Gantner, Southwest MO-Jeff Jones, Northern Illinois-Fred Burr, Chicago-Elias Saltz , Fox River Valley- David Atkins.**
 - ii. Absent:, , Central MO, Illowa, , Central Illinois, Flint Hills, Crandic, Twin Ports**
 - iii. Note to Region that LaCrosse Chapter surrendered its charter several years ago and has been dropped from roster.**
 - c. Region Directors:**
 - i. Present: Gerard Capell, Randy Chapple, Kermit Duncan, Steve Conrath and Kim Diehls**
 - ii. Absent: N/A**
 - d. Committee Chairs:**
 - i. Present: Communications-Jason Schaum, Certification-Andrea Zawodny, Nominating Task Group-Sheldon Wolfe, Awards-Steve Gantner , Programs/Education-David Dixon**
 - ii. Absent:, Academic Liaison-Vacant.**
- 3. Special Roll Call for Construct Attendees: It appears we will have a great contingent from the NCR in Baltimore. Over 40 members from 12 chapters will be in attendance.**



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NCR President JW Mollohan and NCR Secretary David O'Bryan will also be in attendance.

- 4. Minutes from Previous Meeting: Revisions for the August 6th, 2014 minutes were brought up before meeting and adjustments were made and approved.**
- 5. Treasury Report: Overview by Joel Meyer**
 - a. August NCR Balance Sheet came in with total assets of \$47, 317. The NCR Budget report was discussed and "if all budgeted expenses are claimed, we will draw on our checking account for the overage of \$1,293.00. The budget oversizing is due to allocation of funds for the Greater St Louis Chapter's CSI National Trip to prepare for next year's Construct in St Louis.**
 - b. 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. This committee will save Region money on future accounting fees. They met on August 29th, 2014 in Minneapolis, MN. The committee noticed a discrepancy in our funds and after reconciliation will perform a write off. The amount is around \$1400 and could be a double entry of income from previous dues. They are also creating a Cash Flow Calendar for better preparation and transparency of expenses, as well as better investment options to grow funds for better use for members. The signatures for the bank have been increased to two people for future, which are the current President and Treasurer.**
 - c. Lynn Javoroski asked that if we are looking for ways to increase income, are we looking into ways to properly spend new funds for members. Board is looking into expanding spend for Regional Conference in Chicago to get more chapter committee members there for training and participation., as well as other ideas that will be discussed at future board meetings.**
 - d. Financial Reports dated 8/31/14 & 9/2/14 will be posted on NCR Website for review.**
- 6. Presidential Comments: J W Mollohan**
 - a. Chapter Checklists and End of Year Reports: These will be discussed at the National Convention in the Regions' President's Conclave. This information is to be used nationally to assist Regions with chapters in reviewing where they**



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stand and also trade info across chapters/regions for better flow of ideas. JW thanked all participating chapters for their due diligence and urged the remaining few to complete ASAP.

- b. **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. **Non-Affiliated Outreach-**JW discussed a newsletter and looking for other ways to assist with helping this growing population in becoming more in tune with their region and getting their monies worth.

7. NCR Conference Schedule:

- a. **Chicago/Northern Illinois/Great Lakes Bi Region-May 7-9th, 2015**
 - i. **Update on Bi Region Conference-**Elias Saltz, President Elect of Chicago Chapter and Dewain Peterson, President of No. Illinois 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 7th 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.
- b. **Central Iowa/Crandic-2016**
- c. **Madison-2017**
- d. **Twin Poprts-2018**
- e. **Greater St Louis-2019**
- f. **Bi-Region with South Central-2020**

8. Institute Update: Lynn Javoroski and JW Mollohan

- a. **National has approved program to balance its budget by Fiscal Year 2016.**



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- b. National Dues are increasing \$5.00 this September 2014.
- c. National CSI Construct Convention- September 9th-12th Baltimore, MD
- d. NCR Caucus-Thursday, September 11th @5:45pm (Room 307 Baltimore Convention Center/**Sponsored by Dow Corning**)
- e. CSI Night Out-Thursday, September 11th after caucus. \$35 per person. TBD.
- f. NCR Group Dinner (Individual Expense)-Wednesday, September 10th @7pm. JW has reservations for 25. Location for dinner is The Rusty Scupper (\$60 each). Please advise JW of your choice ASAP.

g. National Events to Remember:

- **CSI Fellowship Induction Ceremony**
Tuesday, September 9, 6 PM, Room 314-315
Join CSI's Jury of Fellows as they present the class of 2014 and recognizes their contributions to our industry and CSI. This event is free and all CSI members are encouraged to attend. **Please join to celebrate John Papke's great achievement!!** Business/cocktail attire suggested.
#CONSTRUCT #FCSI
- **Distinguished Member Induction at the CONSTRUCT General Session**
Wednesday, September 10, 9 AM, Room 308-310
CSI will bestow its highest honor, Distinguished membership, on **Alana Sunness Griffith** and **Paul Simonsen**. **Please join to celebrate Alana's Award!!** Come hear what makes these members unique and noteworthy. #CONSTRUCT #CSIHonors
- **Fellowship: Fables, Fallacies and Forethought**
Information session by Philip McDade and Jack Kleymeyer
Wednesday, September 10, 11:30 AM, Room 301
Meet with members of CSI's Jury of Fellows and College of Fellows as they dispel myths about fellowship, discuss qualifications, and provide guidance on creating personal goals for fellowship, mentoring others, and developing a quality dossier. No registrations required. #FCSI
- **Awards Samples and Answers in the CSI Booth (841)**
Wednesday and Thursday, September 10 and 11, 10:30 AM - 4:30 PM
Stop by booth 841 to review sample award submissions and Fellowship dossiers. CSI committee and staff members will be available to discuss questions for the upcoming awards season.
- **Awards Presentation at CSI's Annual Meeting**
Friday, September 12, 10:30 AM, Room 314-315
Celebrate the accomplishments and contributions of fellow members receiving the following CSI-related awards #CONSTRUCT #AMMF
 - Hans William Meier Award for Advancement of Certifications Programs
 - Communications Award
 - Organizational Certificate of Appreciation
 - Chapter Cup

9. Next Meeting:

- a. Region's Leaders' Teleconference-Wednesday, October 1st @ 8:30AM Central



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- b. 1-866-910-4857 Pass Code 802435#**
- c. Agenda and financials to follow**

North Central Region of CSI
Balance Sheet
As of July 31, 2014

	<u>Jul 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · US Bank	33,980.56
1100 · Bank Savings	
1100-03 · CD-0312	5,533.13
1100-06 · Money Market	6,549.52
Total 1100 · Bank Savings	<u>12,082.65</u>
Total Checking/Savings	<u>46,063.21</u>
Total Current Assets	<u>46,063.21</u>
TOTAL ASSETS	<u><u>46,063.21</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-1,294.47
Total Accounts Payable	<u>-1,294.47</u>
Total Current Liabilities	<u>-1,294.47</u>
Total Liabilities	-1,294.47
Equity	
3000 · Opening Balance Equity	28,767.77
32000 · Unrestricted Net Assets	18,914.64
Net Income	-324.73
Total Equity	<u>47,357.68</u>
TOTAL LIABILITIES & EQUITY	<u><u>46,063.21</u></u>

NORTH CENTRAL REGION BUDGET

Category	Item	Budget YTD	Actual YTD	Budgeted FY 15	Notes
<u>INCOME</u>					
100	Member Dues (from RAP &/or Assessment)	1,750.00	1,545.00	21,000.00	We expect a little more. Just hedging a bit. Grow Membership!
102	Bank Income	1.25	0.27	-	Perhaps after asset reallocation we can expect a bit in future years
103	NCR Conference Income	-	-	-	
104	Other Income	-	-	-	
	Total Income	\$ 1,751.25	\$ 1,545.27	\$ 21,000.00	
<u>EXPENSES</u>					
200	Institute Convention / CONSTRUCT	41.67	-	500.00	Ran over due to second event at Convention. Just a caucus this year
	Sub-Total	\$ 41.67	\$ -	\$ 500.00	
300	NCR Conference				
301	Expenses	-	-		
302	Advance to Host Chapter	-	-		
303	Speaker's Fees / Travel	-	-		
304	Presidents-Elect Training	791.67	-	9,500.00	Fewer Chapters / some won't show up
305	Annual Business Meeting	316.67	-	3,800.00	Fewer Chapters / some won't show up
	Sub-Total for NCRC	\$ 1,108.33	\$ -	\$ 13,300.00	
306	President's Expenses	-	-	-	T & E including for NCRC
307	Vice-President's Expenses	41.67	-	500.00	T & E including for NCRC
308	Past President's Expenses	-	-	-	
309	Secretary's Expenses	-	-	-	T & E including for NCRC
310	Treasurer's Expenses	25.00	-	300.00	T & E including for NCRC
311	Breakout Sessions	-	-	-	Potentially for breakout sessions at NCRC not paid by host Chapter
312	Miscellaneous	-	-	-	Miscellaneous
315	Region District Coordinators' Expenses	166.67	-	2,000.00	T & E including for NCRC
	Sub-Total T & E	\$ 233.33	\$ -	\$ 2,800.00	

400	Administrative Expenses									
401	Incorporation & Accounting Fees	83.33	325.00	1,000.00	Professional Audit? Or independent Finance Committee?					
403	Postage	4.17	-	50.00	Stamps / parcels					
404	Teleconferences	62.50	-	750.00	General, ExComm, RDC, & Board Meeting via teleconference					
406	Other Expenses	20.83	-	250.00	Miscellaneous					
	Sub-Total Administrative	\$ 170.83	\$ 325.00	\$ 2,050.00						
500	Committee Expenses									
501	Awards	83.33	-	1,000.00	Really want to beef this up and make significant awards!					
502	Certification	20.83	-	250.00	T & E for Committee Chair					
503	Programs / Education	20.83	-	250.00	T & E for Committee Chair					
506	Membership	20.83	-	250.00	T & E for Committee Chair					
511	Communications / Website	41.67	-	500.00	Includes Constant Contact costs					
	Sub-Total Committees	\$ 187.50	\$ -	\$ 2,250.00						
	Total Expenses	1,741.67	325.00	20,900.00						
NET	Net Income Less Expenses	\$ 9.58	\$ 1,220.27	\$ 100.00						
Category	Item	Budget YTD	Actual YTD	Proposed FY 15	Notes					