



**Board Meeting
Conference Call
August 26, 2010**

OFFICIAL MEETING MINUTES

1. Call to Order:

Keith W. called to order the meeting of the MBCEA-NEC board at 4:38 pm.

2. Roll Call:

In attendance: Peter Flewelling, Al Nunes, Bob Fisette, Marty Barnes, Keith Wentworth, Dave Taylor

Not in attendance: Ray Barbieri, John Nicholson, Steve Webster. *Pat Riess has taken a temporary leave of absence.*

3. Anti-Trust Statement:

Keith W. read the Anti-Trust Statement Acknowledgement and was acknowledged by all present.

4. Approval of Minutes from Last Meeting:

Minutes of the May 20th board meeting were reviewed and accepted as distributed.

- Alan Nunes made a motion to accept the minutes. Marty Barnes seconded the motion.

Minutes of the June 17th board meeting were reviewed and accepted as distributed.

- Peter Flewelling made a motion to accept the minutes. Alan Nunes seconded the motion.

Minutes of the July 14th board meeting were reviewed and accepted as distributed.

- Marty Barnes made a motion to accept the minutes. Peter Flewelling seconded the motion.

5. Financial Report:

6. Business to Discuss:

A. By-Laws:

- By-laws still need to be incorporated into book.
- Changes sent by Tim Barnes discussed and accepted with the exception of the 501(c) (3) vs. 501 (c) (6) change.
- Resolution letter signed by all board members accepting By-laws
- Betsy faxed Tim Barnes the IRS letter indicating the 501 (c) (6) status and a request to verify that the change that he recommended for filing status be reviewed against it.

08/26/10 Update

- Keith to follow up with Tim Barnes

ACTION:

- Tim Barnes will need to be contacted by Keith to get status.

- Changes recommended by Tim Barnes need to be made to by-laws
- By-laws need to be put on website as soon as they are put in corporate book.

B. Website Update:

- Meeting schedule needs to be updated
- Bios still need to be completed by board members and posted on website

ACTION:

- Keith to send Andy at Print Unlimited approved May, June and July meeting minutes to the website in pdf format.
- When completed board profiles will need to be added to website.
- Have Betsy remove from contact page.

C. Newsletter

- There was some discussion about selling advertising. It was discussed in the past, but for some reason voted to not be allowed. Further investigation will be done to determine what the reason(s) where.
- Keith has been sent Solar Panel and golf info to Angela to include in the National Newsletter.
- Alan has offered to take this over for the chapter.

ACTION

- Keith will send Alan a past newsletter for updating
- Keith will forward request for new managing director and save the date for Oct mtg to Angela to include in National Newsletter.

D. Insurance Liability

- Board Member Liability insurance is in place.

E. Schedule:

July 15, 2010 Golf Outing Re-cap

- Total profit was \$552.19, which was positive considering the economy, turn out and we purchased new tee sponsor signs.
- We need to work together to gather sponsors earlier next year

ACTION

- Keith to have pictures sent to each team and company with a thank you card.

September 16, 2010 Board Meeting

- DATE CHANGED TO WEDNESDAY SEPT 15TH AND WILL BE A CONF. CALL

October 14, 2010 - Condensation/HVAC Design (Venting Metal Buildings)

- Speaker will be William Lotz, PE
- John Iveson has confirmed Bill can do 10/14/10 date.
- Location will be Portsmouth.
- Format will be: Board Mtg 4-5, Social Hr 5-6, Dinner 6-7, Speaker 7-8:30
- Marty has volunteered to coordinate the event with Bob and John Iveson.

ACTION:

- Keith to send Marty hotel/restaurant information for location to be selected
- Bob will put together the flyer once the location is confirmed

November 4th Training

- It was decided that this should be an AIA training session.
- It will not be at Build Boston as they are not accepting any more applications for training sessions.

08/26/10 Update

- Location will be the Holiday Inn in Woburn, MA

ACTION:

- Keith will email Art Hance to see if he is available to do the training
- Keith will contact Holiday Inn for availability and pricing

December 16th Board Meeting

- It was decided that it would be difficult to put a social event together this late in the year and we would try it next year.
- The board would like to get together to celebrate with a nice dinner after the meeting.

ACTION:

- Bob will check into locations in the Marlborough area

F. MBCEA-NEC Committees:

- **Membership Services & Benefits/Education/Training: Bob Fiset and John Iveson**
 - No update

- **Membership Recruitment/ Marketing/ Public Relations: Peter Flewelling and Alan Nunes.**

- Contact list needs to be updated.

08/26/10 update

- Final dues have been paid to the chapter. We lost 4 members and had 3 new members for a current total of 26 members.

- **Executive Finance/Fund Raising/Grants/Strategic Planning: Ray Barbieri and John Nicholson.**

- Ray and John will be putting together a Strategy Plan.
- Scholarship program will be discussed in the near future. Review what the Carolinas are doing.

08/26/10 No update

- **National Liaison: Marty**

- AIA Presenter training will be a webinar and held in the fall
- Apprenticeship Program is in place and has _ companies signed up.
- Keith will follow up with Steve Moore (MMS Northeast) to see if he can give us an update at the next meeting.

NEW BUSINESS:

- **2011 Golf Outing Location**
 - Each board member to make a suggestion for a golf course in their state/area.
 - List will be discussed by all at Sept 15th meeting and condensed to 1-2 choices.
- **2011 Calendar of Events**
 - Keith will generate dates for 2011 year to be discussed at Sept 15th meeting

ADJOURN: Being as there was no additional business to come before the board, the meeting was adjourned at 5:46 pm.

Minutes submitted by: Keith Wentworth



2010 CALENDER OF EVENTS

January 21st, 2010
Bowling Night for Charity – PinZ, Milford, MA

February 18th, 2010
Board Meeting – Conference Call

March 18th, 2010
Welding Demo – Arc Source, Seabrook, NH

April 15th, 2010
Board Meeting – All Stars, Marlborough, MA

May 20th, 2010
Chapter Dinner Meeting - Solar Panel Applications
Holiday Inn, Marlborough, MA

June 17th, 2010
Board Meeting – All Stars, Marlborough, MA

July 15th, 2010
20th Annual Golf Outing – Falmouth Country Club

August 12th, 2010
Board Meeting – Conference Call

September 16th, 2010
Condensation/HVAC (Venting Metal Buildings) Chapter Dinner Meeting
– Location TBD

October 21st, 2010
Board Meeting – Location TBD

November 18th, 2010
Fall Protection/Insulation Training – Location TBD

December 16th, 2010
Board Meeting – Location TBD