



MINUTES

**WEDNESDAY JUNE 11, 2008
CONFERENCE CALL – 3:00 PM**

In attendance: Keith Wentworth, Bob Fisetto, John Nicholson, Pat Riess, Marty Barnes, Alan Nunes, & Katie Bomersbach. *Called to order at 3:07 P.M.*

MEETING MINUTES REVIEW:

- Bob made a motion to accept the minutes from May 17th. John seconded the motion.

FINANCIAL REPORT: John

BUSINESS TO DISCUSS:

1. **Display Board: Ray / John**

- Confirm price / budget and select company.
- Complete for July 17th golf tournament?
- Keith and Ray working on pictures – if possible could we receive these today for viewing via email?

ACTION:

- **John & Ray will compare proposals & styles.**
- **We will have a budget of \$1500 or less.**
- **It would be nice to have this done by the golf tournament, but if not, then everything will be set for our Sept. 18th meeting.**

2. **July 17th Golf Outing: Bob and Jeff**

- Confirm attendees to date, and tournament sponsors contacted
- John/Jeff to provide list of last year attendees and sponsors to allow us to split list and make calls.
- Shirts and accessories
- Any other details?

ACTION:

- **Currently, we have 16 confirmation forms.**
- **Bob & Jeff will split the list from last year and make follow up calls.**
- **Shirts have been ordered.**
- **Jeff is handling the misc. prizes.**

3. **August 21st Teleconference:** MB has conflict with date

- Rescheduled for August 14th, at 4:30 P.M.

4. **September 18th Chapter Meeting – Woburn Select Holiday Inn: Ray / Katie**

- Confirm reschedule to Woburn Holiday and cancel fee is now deposit.
- Ray's confirmation of LEED speaker.
- Need someone to Prepare Flyer and bring copies to Golf Tournament for hand out.
- Architect / Designers list

ACTION:

- **Katie has sent in function contract/banquet policies. Meeting place is all set.**
- **John to send out \$500 deposit to cover our cancellation fee (this also covers our deposit for the Sept. 18th meeting)**

- **Marty is to work with Ray on the LEED speaker, and preparing a flyer.**
- **Keith has submitted a list of architects. Board members to also put together a list and submit to Katie. This will be separate from our mailing list, and only used when meeting topics apply.**

5. November 20th Training Meeting - Morin Corporation in Bristol, CT: Keith / Katie

- Keith to organize details with Eric and Morin Corp.
- Keith and Katie to prepare flyer, set up food / caterer, and hotel arrangement.
- Topics of discussion to be horizontal panels, hidden fasteners, single skin, and welded corners
- Session to start at 2:00 with a plant tour, which will last an hour and ends at 5:00 PM.
- This flyer should be done by the golf tournament so we can hand out.

ACTION:

- Keith has sent a rough flyer to Eric at Morin Corp. for his approval. .
- Katie to find close-by hotels for overnight arrangements.

6. Website Update: Katie

- Where are we with posting members and their contact information?
- Where are we with separate newsletter link on home page? Create a button just like the national website.
- Update our schedule and revise September meeting and November training details.

ACTION:

- **Katie to email Venture Prints updated schedule of events**
- **Katie to follow up with Venture Prints on the separate newsletter button.**

7. Nominations for MBCEA-NEC Board: Keith / Pat to assist

- Send forms out for nominations before September meeting.

ACTION:

- **Keith has a list from Angela. Forms will be sent to people on this list.**

8. Recruitment New Chapter Members: Bob and Keith

- Keith writing a "Welcome" letter
- New applicant CLP Resources has joined and is attending golf tournament.

ACTION:

- **A Welcome Letter will probably not be written. Right now, Marty sends a general letter, thanking the company for joining the MBCEA-NEC.**
- **CLP Resources has been added to mailing & member list.**

9. Mailing list: Katie

- Is this saga (Shoes) complete and is the list set?

ACTION:

- **Jeff says he's done with the list, but I have yet to see it??? Jeff?**

10. Schedule: Marty

- Extend discussion for trainings/fun events/meetings: We had discussed having the MBCEA display board and a small table. It will include our video, applications, and safety information. Members to make effort to see what we can come up with. Keith, Ray and John both said they know people that may do this?
- Discussion 2009 events, programs, ideas, are we doing F-1 in January?

2008/2009 SCHEDULE:

- October 16th: Board Meeting – Teleconference?
- October 23rd - 25th: National Conference Biloxi, Mississippi at Beau Rivage

- November 20th: Chapter Meeting / Training: Morin Corporation-Bristol, CT
- December 18th: Board Meeting Teleconference
- January 15th, 2009: Bruin's game?
- February 19th, 2009:
- March 19th, 2009:

NEW BUSINESS:

- Schedule: For the January 15th, 2009 meeting, going to a Bruin's game was discussed. Alan is looking into pricing for this event.
- DVD series: Discussion was whether or not we have a DVD set we own as a chapter. If we did have one, we could advertise at training seminars, along with our display board.

ADJOURN:

Alan made a motion to adjourn the meeting. Bob seconded the motion. *Adjourn 3:55 P.M.*



2008 CALENDER OF EVENTS

**July 17, 2008
Annual Golf Outing
Falmouth Country Club
Falmouth, MA**

**August 14, 2008
Board Meeting - Teleconference**

**September 18, 2008
Chapter Meeting – LEED Conference
Holiday Inn Select
Woburn, MA**

**October 16, 2008
Board Meeting – Teleconference**

**October 23rd - 25th, 2008
National Conference Biloxi, Mississippi at Beau Rivage**

**November 20, 2008
Chapter Meeting - Horizontal Panel Product and Training
Morin Corporation
Bristol, CT**

**December 18, 2008
Board Meeting - Teleconference**