

April 13, 2009

Georgia Chapter AWI BOD Meeting Minutes (DRAFT 4/09/09)

Pollo Brassa, 857 Collier Rd, NW; Atlanta, GA 30318

Convene at 11:45 AM / lunch- Bruce Robb

Attendees: Bruce Robb; Cody Matherne; Jere McCorkle; John Lunday; Hugh Patrick; Karl Brohammer. Absent: Bill Moore

I. Old Business

(1) **Accounting procedures**- Hugh Patrick reported all updates are in place, distributed Treasurer's Report 3/31/09 Total current assets: \$15,634.17 Checking & Savings; Opening Balance 11,850.00 + Net Income (Dues) 3,784.17= \$15, 634.17
Discussion: (a) Web Pro Services: Is the fee annual or quarterly of \$180.00? Bruce to contact Mike and report to BOD

(2) **Membership cards**- Following discussion of options for inclusion or dismissed info from present format to a Bi-fold Business card with AWI Logo, Goals and Benefits, Key Information Statement and corrected Web site address www.awigeorgia.org to access producer member list and affiliate members. Instructions to Jere McCorkle to investigate with a local printer set up charges, minimum order #'s and options for quantity and cost. Report back to BOD for approval to proceed for printing. Key notations to keep membership current on the web site in addition to distribution at every function GA Chapter AWI member participate.

(3) **Secretaries report**- Karl Brohammer noted that the GA Chapter Winter meeting (Jan. 9, 2009 and photos were placed on the web site. It was also noted that the minutes of the Chapter BOD meeting minutes be posted on the web site. April 9, 2009 Draft minutes to be reviewed by BOD (e-mail updates) and post on the web site immediately after acceptance.

(4) **May GA Chapter AWI Meeting is scheduled at Peach State Lumber Products, Inc. 4000 Moon Station Rd., Kennesaw, GA. Convene at 12 Noon on Thursday, May 7, 2009.** Peach State will host the event with meal and site tour. The program topic will address: AWI National Updates, forthcoming events of Member Benefit, FSC Certification and upcoming AWI Revised Standards. Bring at least one prospective member and new member recognition planned. Review your current e-mail addresses for all contacts with updates provide to Bruce Robb (All contacts list) and Hugh Patrick (official membership list). These contacts lists to be continuously monitored for web site updates.

(5) **Membership**: Announcements of New Members, presentation of Membership Certificates (Producers and Affiliates). BOD noted that we have some discrepancies in

the previous listing and will resolve ASAP. Discussion of partial year dues for producers, still open for resolution. No change for Affiliate member dues.

Bruce Robb is following up with all previous members to re instate and or determine reason for dropping membership. Two points presently being made: Primary contact person verified and e mail addresses for firms updated; perceived value and benefit of AWI membership; Did not receive the notice??

III. New Business

- (1) **Membership**- Contacts to current and previous members for updated contact info. Review benefits, make notations of the new AWI QCC Standards, networking, improved communications links, www.awigeorgia.org, program agendas for customer contacts= added value. The Chapter is open for suggestions for programs and deliverables to membership / prospects to enhance benefits of membership. Consider a program at Marriott Conference Center- Powerful program and allow golf on your own to follow.
Follow up with Michael Ford for web updates being timely.
- (2) **D/O Insurance**- Directors and Officers Insurance, questionable value due to Chapter size?
- (3) **Affiliate memberships**- Suggested collaborations, CSI, GA Chapter Green Building Council, others. Weigh benefits to the Chapter and cost of these relationships. BOD suggests caution as Chapter funds will determine amount of this activity. No action taken beyond discussion.
- (4) **Non-renewing membership**- Notations to have Bruce Robb follow up to determine business status and reasons for dropping membership as noted earlier.
- (5) **Updating web site**- Evaluate this activity, cost verification, timeliness of update. Bruce and Hugh to discuss with Michael Ford, Report back to BOD by e mail message. Previous notations to this activity.
- (6) **CSI Meeting Collaboration**; Topic for consideration listed by BOD motion "Intelligent specifications for specifiers and producers of Bid Packages". Follow up with AWI National to determine if the speakers bureau groups and CSI could form a panel presentation of this topic ASAP. Assign to Cody, Bruce and Karl to contact AWI National. Bruce / CSI, advise as a topic at May 7 Chapter meeting. Motion carried.
- (7) **CSI Construction Forum**- Table tops available, technical sessions at 5:30 PM , general meeting at 7 PM, Cost \$40.00 / guest , Table tops @ \$250.00 each to CSI. If interested please contact Bruce Robb at barobb@yahoo.com
- (8) **Establish a fee for non member participation at GA Chapter AWI meetings.**
After discussion: Motion: Establish a minimum fee of \$20.00 or more as cost share of meal for non-member participation at GA Chapter meeting per attendee. Motion passed as amended: Include that the fee assessed would be applied to annual membership if within 10 days. No change for credit for affiliate membership from present fee.
- (9) **Chapter Involvement**- Georgia Tech Wood EXPO, September 9, 10, 11, 2009 at Georgia Tech Global Learning Center, Atlanta, GA. CO Chair Karl Brohammer, GA Tech distributed Information Packets for this Expo. AWI National will pledge

Gold Level Sponsorship @ \$5600.00 with cost share distribution with (AWI @ \$1900; QCC @ \$1900 and GA Chapter AWI @ \$1800.00 as confirmed by Conference call with AWI National on Tuesday, April 7, 2009. Motion passed with Karl Brohammer abstaining. GA Tech Expo will provide one (1) each table adjacent to AWI Booth for GA Chapter members to staff this booth for the function at no cost to Chapter (Value (\$1,000.00). Allow constant networking and distribution of Chapter Contact information.

- (10) **Price break for GA Chapter AWI members Exhibit space at the Bronze Level table tops (\$1,000.00)** will allow Conference registration at \$300.00 / person vs rack rate of \$400.00 This will include networking reception social and exhibits Wednesday evening through Friday noon.
- (11) **Georgia Tech Wood Expo Pre Conference Day Program** Wednesday September 11, 2009. AWI National will present programs on new QCC Standards and QCP and advise of National Marketing activities. The cost to GA Chapter AWI Members will be \$135 / attendee for the one day event, to include Wednesday evening reception and exhibits. The regular price of \$150.00 for all others. All AWI materials will be the responsibility of attendees at their discretion. Issue: Benefit to Chapter members to train their staff of new AWI standards and Use. The program will be repeated on Thursday as part of the program at regular Conference fees for the two day Conference Rate.

Adjournment at 1:45 PM

Advise of corrections and deletions directly to BOD member's distribution ASAP by e-mail. The BOD Minutes will be posted following this review.

Karl Brohammer
GA Chapter AWI Secretary

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