



An Affiliate of The American Institute of Architects

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2010 SDA St. Louis Board

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Time: February 10, 2010, 11:30 am

Place: McClure

Board Present: Katheryne Morschl,

Stephanie Gauthier, Bob Staed

1. New Slate -
 - a. Thank you cards (Did they all get handed out?) –Stephanie will mail out
 - b. Goals for new year (see form)
 - i. Increase Membership
 - ii. Hold 2 Fundraisers
 - iii. Increase member's involvement in committees

2. Contract has been signed with Engineer's club for 2010
 - a. Alternate locations for meetings
 - i. McClure Engineering
 - ii. Restaurants (Cyrano's, Rigazzi's etc.)
 - iii. Libraries, Tower Grove Park, Ekert's, Soulard Market

3. Committees
 - a. Who are Committee Chairs?
 - i. Cindy Petzoldt – Certification Chair
 1. Email Certificates after Mtgs
 - ii. Vickie Hayden – CanStruction
 1. Update on this status
 - iii. Kim Hughes – Fundraising
 - iv. Katheryne Morschl – Membership
 - v. Karen Dahl – By Laws
 - b. Committee reports
 - c. Scholarships for Committee Chairs
 - i. Vickie Hayden (Write a "How To" for CanStruction)
 - ii. If she attends more mtgs and possibly give a CanStruction Recap then we agree to give her the scholarship.
 - d. How can we get more people involved?

4. Now Filled Board Positions
 - a. Treasurer – Bob Staed
 - i. Bank signatures need to be changed – Katheryne & Bob will coordinate
 - ii. Bank Totals

5. Current Presentation/Sponsors
 - a. January – CBIZ
 - i. Fiduciary Responsibilities – Ed Hines
 1. Thank you note? Did this get sent out? –Amanda, did/can you send a Thank you note to Ed?
 - b. February - Roundtable Discussions
 - i. Location - McClure Engineering
 - ii. Cost: \$25 if we provide lunch, \$15 if you bring your own
 - iii. Provide Lunch from where?
 - iv. Quick discussion about upcoming year mtg ideas.
 - v. Discussion Topics
 1. HR – Lauren (McClure)
 2. Finance/Office Administration – Stephanie (McClure)
 3. Project Management/Marketing – Amanda (Mackey Mitchel)

- c. March?? Possibly a rep from Deltek to offer a tips/tricks presentation with lots of time for Q & A. – Stephanie is working on this.
 - i. If Deltek can't do this then we may have to rely on a Webinar.
 - ii. Location
 - iii. Sponsor
 - iv. Topic
- d. April – Vickie H. Give a 20-30 minute re-cap of CanStruction (Slides etc)
 - i. Bob Staed to get someone from ReBuilding Together (a non-profit org who renovates homes for the poor) to talk about what they do.
 - ii. Location
 - iii. Sponsor
 - iv. Topic
- e. Webinars?
- f. Possible Sponsors (\$200, 5 minutes, bring handouts, name on website)

6. Fundraising Options

- a. Sand Volleyball Tournament (Karen D)
- b. Trivia Night (Katheryne)
- c. Mouse Races (Stephanie)
- d. Casino Night
- e. Horse Races
- f. Talk to Kim H. about what and how to make this happen?
 - i. Invite her to next board mtg to discuss?

7. Ed Symposium

- a. Raffle Donation (\$50 Gift Card)
- b. Scholarships –
 - i. How many?
 - ii. How much?
- c. Overall cost per person is about \$1200-\$1300
- d. Who is going? –Katheryne, Stephanie, Amanda???

Meeting Date	Sponsor	Presenter & Topic
01-27-10	CBIZ	Ed Hines – Fiduciary Responsibilities
02-24-10		Roundtable Discussions
03-24-10		Deltek User Group Discussion or Webinar
04-28-10		CanStruction Recap / ReBuild Together Info
05-26-10		Tour? (AB Brewery?) Bob to call AIA about setting up.
06-23-10		Roundtable Discussions/EdSymposium Recap
07-28-10		
08-25-10		
09-22-10		
10-27-10		Roundtable Discussions
11-17-10		
12 -22-10		Holiday Party

Presentation/sponsors suggestions for 2010:

- Office Essentials – Possibly “Green” topic - \$250
- Dale Carnegie Principles Respecting each other in the work place – Jonathan Jones Consulting – Who suggested – comments?
- Ball Park Village – Bob Staed with MMA as sponsor – springtime
- Electronic Filing - CBIZ
- New Technologies
- Human Resource topics
- Sponsor Paychex – Allen Lalk 314-393-1716 cell phone
- Round tables once a qtr.
- Personal Office Safety (General First Aid/Personal Safety)
- Sort it Out
- Wendy Werner – How to Illustrate your Worth
- Deltek Tips/Tricks/Reports User Group Discussions
- ReBuilding Together – maybe other non-profit groups could speak too?
- ACEC – Possible affiliation (Bob)