



PO Box 43314
Vestavia Hills, AL 35243

Meeting Minutes for July 30, 2020

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| CALL TO ORDER | 1:33 PM | | | | | |
| OFFICERS ROLL CALL | <i>CURRENT & VOTING BOARD MEMBERS</i> | | | | <i>NON-VOTING BOARD MEMBERS</i> | |
| P = Present PH = Phone A = Absent E = Excused | <i>Officers</i> | | <i>At Large Board Members</i> | | <i>Includes Guests and Members Whom May Be Present</i> | |
| | <u>President</u> Don Yarbrough | P | Freddie Boudin Dec 19, 2020 | A | <u>Past-Past-President</u> Danny Horn | A |
| | <u>Vice-President</u> Jeff Theo | P | Josh Dogan - Dec 19, 2020 | EX | <u>Past-Past-Past-Past President</u> Michael Davis | A |
| | <u>Secretary</u> Steve Schoonover | P | Charlie Hagamen - February 2023 | PH | <u>Past-Past-Past President</u> Steve LeMay | A |
| | <u>Treasurer</u> Wesley Lowman | A | Jerrub Hammrich - February 2023 | A | | |
| | <u>Past-President</u> John English | P | Bo Cristwell - February 2023 | A | <u>1st President</u> Bryan Wood | PH |
| | <u>Officer Elect</u> Ryleigh Tatum | A | Gray Wells - February 2023 | PH | | |
| | | | Gary Whitfield - February 2023 | P | | |
| NUMBER OF MEMBERS PRESENT | 7 | QUORUM NOT NEEDED except for financial decisions, then 8 needed. | | | Quorum: | Yes |
| READING OF MINUTES FROM PREVIOUS MEETING | Approved without Changes OR Approved with Correction(s) | APPROVED without changes. | | | | |
| MEMBERSHIP REPORT by Josh Dogan | <u>End of ... # of members</u> Dec 2016: 47 Dec 2017: 43 Dec 2018: 55 (13 contractors; 14 engineers; 26 suppliers; 2 students) December 2019: 61 (15 contractors; 17 engineers; 27 suppliers/manufacturers; 1 students; 1 undeclared) March 2020: 64 total (18 contractors; 17 PEs; 28 suppliers; 1 undeclared) June 2020: 57 (15 contractors; 18 PEs; 24 suppliers) July 2020: 56 (per Dale's listing) | | | | | |
| PRESIDENT'S REPORT | <ul style="list-style-type: none"> - All the meetings that have been canceled: National ICRI, SEA, SubAla, etc. - How to do video meetings: John English checked; \$2500 - \$3000 to begin, plus a venue that can handle the upload speeds; could get expensive. We are not sure how many would participate right now. - - In conjunction with the above Steve S went over results from survey sent out to members re ½ day seminar ½ day networking. | | | | | |
| TREASURER'S REPORT | Balance as of today: <i>Available upon request by member</i> | Last meeting: <i>Available upon request by member</i> | - Pay pal balance \$0.00 (included in total balance) | | | |
| REPORT OF COMMITTEES | | | | | | |

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| <p>Scholarship & Membership Committee</p> | <p>Manage membership; membership status updates; e-mail reminders to update membership; target universities for expansion of student members; all things scholarship related (create questions for applicants, evaluate applications, etc.).</p> | <p><u>Head:</u> Vice-President (Jeff Theo)</p> <p><u>Committee Members:</u> Josh Dogan, John English, Bryan Wood</p> | <p>Once schools start operating again Don Yarbrough will again contact head of PE/ Construction within AU. She previously stated they will have several students interested in scholarship program. Also, it's likely their advisor for Senior Project would be interested in joining ICRI.</p> <p>Upcoming ACEC meeting cancelled. Still need to put together booth info.</p> <p>Steve needs photos of projects for banners.</p> |
| <p>Speakers & Topics Committee</p> | <p>Create topics for all events; line up speakers & produce their bios.</p> | <p><u>Head:</u> President (Don Yarbrough)</p> <p><u>Committee Members:</u> Michael Davis, Bryan Wood, Ryleigh Tatum, Ryan Mayberry & Wesley Lowman</p> | <p>All functions are on hold for now. -----</p> <p>WHAT DO MEMBERS WANT in terms of seminars and networking: 22 respondents to the following questions.</p> <p><u>Overall</u>, which seminar/networking format would you prefer? 62% want 1/2 day seminar(s), with networking before/after. 24% want Full day seminar(s), with networking throughout. 14% want 1 - 2 hour seminar(s), with networking before/after.</p> <p>Which meeting format would you prefer for our <u>SPRING</u> meeting (typically held in Pensacola, FL)? 50% want 1/2 day seminar(s), with networking before/after. 50% want Full day seminar(s), with networking throughout.</p> <p>Which would you prefer for our <u>SUMMER</u> meeting? 59% want 1/2 day seminar(s), with networking before/after. 36% want 1 - 2 hour seminar(s), with networking before/after. 5% want Full day seminar(s), with networking throughout.</p> <p>Which would you prefer for our <u>FALL</u> meeting? 68% want 1/2 day seminar(s), with networking before/after. 27% want Full day seminar(s), with networking throughout. 5% want 1 - 2 hour seminar(s), with networking before/after.</p> <p>We will start transitioning to 1/2 day seminars + 1/2 day networking events when we can resume such. -----</p> <p>Old items: <u>Summer Meeting</u> Possible places: Top Golf; Civil Axe Throwing; Clay shoots. Jerrub will be coming up with some topics. Thermal effects of concrete.</p> |
| <p>Web Content & Media Committee</p> | <p>Liaison to site creator/ manager (WTI); creating and managing website/ social media/blog content in a timely manner; creating fliers for events; creating content for CRB and ICRI National; taking pictures at events and posting them; manage DropBox; manage Constant Contact.</p> | <p><u>Head:</u> Secretary (Steve Schoonover)</p> <p><u>Committee Members:</u> Josh Dogan, Danny Horn, Jeff Theo</p> | <p>Steve & Danny are updating as we go along.</p> <p>All files will be housed on the site!!</p> <p>Banners: Steve to send out e about needing pics. Info sheets for members to fill out.</p> |

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| <i>Event Committee</i> | Responsible for venues; responsible for providing event info to Web Content & Media committee; manage catering (food/drinks/ice/snacks); booths; sponsors; all things physical (ICRI bulletins, coupons, literature, signage, computer). | <u>Head</u> : Treasurer (Wesley Lowman) <u>Committee Members</u> : Freddie Boudin, Danny Horn, Don Yarbrough | Jeff Theo to follow up on a Sept 2020 networking event somewhere. UPDATE: Will still check but not hopeful we can do. Josh D: ACEC has a meeting coming up which we should be sponsoring with a table etc. Steve is looking into the banners and brochures for such. Does National have anything for table top presentations? Not really, but they will look into creating something. UPDATE: We received a banner from national specific to our chapter. ----- OLD ITEMS RETAINED FOR FUTURE USE: Do we want to go to three <i>meetings</i> per year (Fall/Winter/Spring) and 1 or 2 Summer Socials? - Yes. Two all days in non-SEAOAL year, plus one ½ day meeting. In a joint SEAOAL year, GSC will have one all day and one ½ day meeting. Meetings will still be \$135 members/\$160 non-members. Looking at raising non-member rate to make it more attractive for them to become Chapter members. For future meetings: Sponsorships: <u>PREMIER SPONSOR</u> : \$1,000.00 (includes tabletop + 1 tickets + logo on flyer and recognition, and screen recognition + get to speak for up to 5 minutes) <u>GOLD SPONSOR</u> : \$750.00 (includes tabletop + 1 ticket + logo on flyer and recognition , and screen recognition) <u>SILVER SPONSOR</u> : \$500.00 (includes tabletop + 1 ticket + logo on flyer and recognition) Tabletops: \$250 (includes 1 ticket) |
| <i>Promo Committee</i> | Don, Gary, Danny | | Will look into mugs, shirts, etc. |
| | E-mail list purging | Danny Horn, Don Yarbrough, Wesley Lowman, Freddie Boudin | List has gotten smaller as Danny deletes those e-mails/members that are bounced back. Still over 600 receiving our e-mails. |
| | National Chapter | Bryan Wood | Chapter Awards completed. |
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| UNFINISHED BUSINESS | Future meetings: | Not called for. | |
| | Google Drive & Constant Contact: | Being deleted. | |
| | Sign / Banner easel & logo update: | Steve to try and get banner basics done. Submit to Media Committee and John E. | |
| | Constant Contact update (Missy with assistance from Wesley) | Danny Horn will be handing the Constant Contact duties off to Ryleigh Tatum on Thursday, January 23, 2020. | |
| | Update of our Literature and handouts | Don Y to get listing of what we've on hand, and we need 3 sets of chips. | |
| | Looking at other Chapter's ways to market via web and social media etc: | Two weeks prior to every conference / seminar each BOD member will be responsible for contacting "X" number of members who have not registered for the event. | |
| | Karma Management | Rhea still not able to take over. | |
| | Insurance | We now have D&O insurance. | |
| | ID regional heat zones from our membership roster. | Danny, Bryan, and a few others to contact engineers etc to have a lunch meeting with potential members in MS. Plus we take out booths in other organizations meetings. Same for FL. | |
| | | By Laws changes will be reviewed later. | |

NEW BUSINESS

Motion made to explore desktop speakerphone for future meetings.

Steve S. reviewed the By Laws. Further items will be addressed at the pensacola Meeting.

New shirts will be ordered, Tables/Portfolios/Tumblers Etc - Don & Gary to work on.

Motion made to donate \$1,000.00 each to two different orgs, and one for \$500.00, related to food bank type. Approved.
- Don & Freddie to get info.

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| ICRI ROUNDTABLE | Steve Schoonover | <p>Take—aways from ICRI ROUNDTABLE 2020-02-27 to keep for future reference:</p> <p>National started implementing a mandatory safety message at all of their meetings.</p> <p>Create a “Policy Manual” to cover the way we are doing business. “ICRI CONFLICT OF INTEREST” document available from Dale R. I requested them. They moved much out of National’s By Laws and into Policy Manual as they are easier to change than By Laws.</p> <p>Come up with ways to get “micro-volunteers.”</p> <p>Should give 4 months minimum notice for events! When you finish your Spring event, within one month have the date for the next one and plan it then!</p> <p>ACI 562 Repair Code speakers available if we want to have one at a Chapter meeting.</p> <p>National meetings: Those presenters CAN come to the Chapter meetings and present. Go to them and find out which ones you want.</p> <p>Let firemen do presentation pertaining to falls/dangling other safety related.</p> <p>On website Convention Presentation Archive - https://www.icri.org/page/conv_handout_archive</p> <p>Provide National/Dale with updates to our calendar and website via https://www.icri.org/page/chapter_submit</p> <p>Change to ICRI Member logos https://www.icri.org/page/Member-Logo-Download for personal usage. Can also do chapter with it.</p> <p>Things that work for seminar/networking events:</p> <ul style="list-style-type: none"> - Clay shoots have been successful, charge per team, also has sponsorships, awards at the end. - Lunch meetings 1 hour networking, 1 hour presentation - Each shooting station gets a sponsor at clay shooting. - Golf Tournament, Brewery for social events, invite Property Managers/Condo Association Managers to seminars especially on coast; panel discussions. - Two conferences per year due to large area of coverage; No theme for conferences, speakers from within and external of chapter - Mega training - two day events - PDH = 10 - Axe throwing summer social from 3 - 5 PM, golf tourney, Christmas party with casino night, <p>Things that don’t work for seminar/networking events:</p> <ul style="list-style-type: none"> - Breweries - Lunch meetings. - Lunch and breakfast meetings. - Dinner meetings. <p>Other items of mediocre works: Student memberships TVA Dam Prophet within Social + baseball Shot-crete demo we did</p> <p>Chapter Awards</p> <ul style="list-style-type: none"> - Get a local project awards program going!! <p>Insurance - ICRI National can provide a certificate of insurance for overall - NOT “officers and directors” insurance , also look into Treasurer’s Bond Our G&L quote includes “Employee Dishonesty” coverage which is the same.</p> <p>At meetings give away a \$100 gift card - must be present to win...drawn from ALL of the member names, accumulating if member not present.</p> <p>Double non-member pricing.</p> <p>Committees: Heads are BOD members, they responsible for recruiting their own committee. President should not be on a committee. “Items for discussion & items for decision” BOD meetings should have set start and end time, but usually no more than one hour.</p> <p>Check this out for sponsorships: https://icriga.org/catalog.php?cat=1</p> |
| NEXT MEETING SCHEDULED | None scheduled at this time. | |
| RECORDED & SUBMITTED BY: | Steve Schoonover | |