

Comments, additions or corrections to these minutes should be communicated in writing to DLR Group inc. within seven (7) days of issuance to Dennis Bane - 222 S Riverside Plaza | Suite 2220 | Chicago, IL 60606 | p.312.382.9980 | d.312.780.1015 | f.312.382.9985 | c.312.498.3957 | dbane@dlrgroup.com |. If no written comments are received, content will be assumed accurate and permanently filed as such.

Mtg-Item# or Date	Subject	Discussion
1/10/13	Minutes	Approval: Concerns/Additions/Deletions - none. Motion to approve: Beth, Second: Brad
1/10/13	Budget	2013 Proposed - see document distributed by Brad. Recap - 2012 \$2000k seed, spent \$198 after all revenue and expenses. Carrying \$1802 forward to 2013 DISCUSSION How much to budget for Brd Meetings/Presentations? Budget for 4-5 lunch seminars @ \$100 per = \$400 How much for Golf Outing? - <b>Person in charge needs to work up budget</b> How much for Holiday Social? - <b>For now Brad to carry forward revenue and expenses from last holiday party until more details become available</b>
1/10/13	Committee Expansion	Jim having a conference call next week to discuss Ben - have not heard from two people who volunteered at Holiday Party to help. Has reached out to others. <b>Brad to send out Chicagoland Membership Ilist</b>
1/10/13	Spring Conference	BUDGET: Brad forwarded budget for discussion. Goal is to bring in some revenue. OUTLINE: Part of schedule needs to be 1 hr for annual meeting required by by-laws. Have general session then break out into 3-4 rounds of a few tracks. <b>Program Commtee to add more detail to schedule to include registration, tracks, etc.</b> SCHEDULE: Fri 4/5 - some on spring break (week following Easter) Beth will look up member school district as well as local to Elgin school district spring breaks. <b>Brad to send out Chicagoland Membership Ilist Anticiapted participants</b> CHARGE: (\$? x School + \$? x members + \$? non member. 20% goes to International). If you get 225 in Grand Rapids, a little over 110 ish when in Chicago. Local chapter attendance would probably be less. Grand Rapids Huge push to get local schools to attend, big sponsorship, venue very attractive, offered CEU edits for educators. CEU will be easy to get credits. Academy credits for administrators much more deficult - very attractive. <b>Janell to work the Beth to I securing CEU credits for chapters. Janel to investigate ability to get USGBC creidts. Janel to confirm if CEU credits were the only credits offered at Grand Rapids.</b> VENUE: Elmhurst College - Train working with directly to get space. Anticipate needing Auditorium + 6 classrooms. Trane to underwrite rental costs. SPEAKERS: Looking for local/regional speakers but do have a list of national speakers as keynote. Budgeted \$300 FOOD: lunch and breakfast. Train to udnerwrite costs. PROMOTIONS: Look for Arch firm to donate signage and printing. NOTE: Ben is just a carpet guy). Janell needs about 36 hours to get info on web site. Janell needs more for sure detailed information about the event so she has not sent "Hold the date" emial blast. <b>Janel to send once Mike/Beth/Charli have confirmed when, fees, date, and time. With this Janel will also set up registration. 2/1 at Mike's office to meet with Trane again.</b>
1/10/13	Next Meeting	2/7/13 at Steve's office from 9:30 to 1pm.