



THE COUNCIL OF EDUCATIONAL FACILITY PLANNERS INTERNATIONAL

Minutes of Board Meeting held on January 10, 2014

Attendees (indicated by an 'X' next to name):

<input type="checkbox"/>	Ray Maher	SC (Past-President)	<input checked="" type="checkbox"/>	Maureen Hannan	VA (chapter governor)
<input checked="" type="checkbox"/>	Glenn Meeks	NC (President)	<input checked="" type="checkbox"/>	Betty Farley	SC (chapter governor)
<input checked="" type="checkbox"/>	Bill Bradley	VA (President-elect)	<input checked="" type="checkbox"/>	Jim Copeland	NC (chapter governor)
<input checked="" type="checkbox"/>	Mike Satterfield	GA (Vice -President)	<input checked="" type="checkbox"/>	Mike Satterfield	GA (chapter governor)
<input checked="" type="checkbox"/>	Vijay Ramnarain	VA (Secretary)	<input checked="" type="checkbox"/>	Mike Mulheirn	KY (chapter governor)
<input checked="" type="checkbox"/>	John Hill	VA (Treasurer)	<input type="checkbox"/>	Mark Manchin	WV (chapter governor)
					<u>GUESTS</u>
<input checked="" type="checkbox"/>	Christina Lighthall	NC (International)	<input type="checkbox"/>	Duane Harver	VA (chapter president)
<input checked="" type="checkbox"/>	Howard Collins	VA (Membership)	<input type="checkbox"/>	Tim Fisher	GA (chapter president)
<input type="checkbox"/>			<input type="checkbox"/>	Chuck Saylor	SC (chapter president)
<input type="checkbox"/>			<input type="checkbox"/>	Jennifer Sisack (for Eric Allen)	NC (chapter president)
<input checked="" type="checkbox"/>	Walter Bruch	SC (Industry partner)	<input type="checkbox"/>	Steven Ward	KY (chapter president)
<input checked="" type="checkbox"/>	Barbara Worth	CEFPI	<input type="checkbox"/>	TBD	TN (chapter president)
			<input type="checkbox"/>	John Ramsey	CEFPI

- I. Glenn called the meeting to order at 11:05. Vijay completed the roll call.
- II. There were no agenda additions or amendments.
- III. Howard moved and Maureen seconded a motion, and the minutes of the December meeting were approved.
- IV. **Committee Reports:**
 - 1. **Membership and Chapter Development Committee:** Howard reported that there were 493 current members, down from the 520. (6) new members joined and (10) dropped; there are potentially (8) more drops-6 from Georgia, 1 each from NC and WVA. Mike Satterfield will be contacted to reach out to the Georgia members.
Barbara said that the new membership brochure that will be ready by March 3rd could be used to attract new members. Howard said that the previously scheduled CEFPI membership webinar has been postponed; Keith Webb and Howard had attended the plant managers conference and set up a table to promote CEFPI.
Glenn said that the new fee structure that will be finalized at the next CEFPI board meeting would help recruit more public sector members.
- V. **Treasurer's report (John Hill):** John is working with Michelle to review and set up a tracking system to monitor expenses. There have not been major changes to the financial situation from last month and he will provide an update report next month.
- VI. **International Report (Christina Lighthall):** No report.



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VII. Chapter Reports:

1. **Georgia (Mike Satterfield):** The chapter will meet in 2 weeks to kick off the conference planning.
2. **Kentucky (Mike Mulheirn):** The annual conference will be in fall 2014.
3. **North Carolina (Jennifer Sisack):** Jim reported that the chapter's annual conference will be on May 5-6 in Raleigh.
4. **South Carolina (Glenn reporting):** The annual conference is in Greenville on March 20-21 and all are invited to attend. The chapter is working to build a strong financial footing and may not be able to contribute to the SE request for financial support.
5. **Virginia (Maureen):** The annual conference will be in Williamsburg on March 3-4, 2014. The feedback from the Virginia Board on Glenn's request is not very positive. The Virginia Board will meet with Glenn and other SE Board members in Williamsburg to further discuss this issue.

VIII. Action Items:

1. **Industry Partners:** No new activity.
2. **Strategic Planning Initiatives:** No new activity.
3. **School of the Future design competition:** Jim will send a message to state coordinators. Barbara added that the team consists of 4 members (students) who will travel to the regional with (1) teacher and possible a parent chaperone, who pay for their costs.
4. **2014 Annual conference:** Mike Satterfield and Bill are coordinating with the Georgia chapter for sponsorships and keynote speakers,
5. **MacConnell Jury:** Barbara said that the chapter needs to nominate a candidate to replace Peter Finsen whose term is expiring. The Executive will discuss this and bring a nomination to the Board at the next meeting.

There being no other business, Maureen moved and Glenn seconded the motion to adjourn the meeting at 11:55a.m.

Southeast Region

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