



## THE COUNCIL OF EDUCATIONAL FACILITY PLANNERS INTERNATIONAL

### Minutes of Board Meeting held on September 12, 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 type="checkbox"/>	John Hill	VA (Treasurer)	<input type="checkbox"/>	Mark Manchin	WV (chapter governor)
<b><u>GUESTS</u></b>					
<input checked="" type="checkbox"/>	Christina Lighthall	NC (International)	<input type="checkbox"/>	Keith Webb	VA (chapter president)
<input type="checkbox"/>	Howard Collins	VA (Membership)	<input type="checkbox"/>	Tim Fisher	GA (chapter president)
<input type="checkbox"/>			<input checked="" type="checkbox"/>	Chuck Saylor	SC (chapter president)
<input type="checkbox"/>			<input type="checkbox"/>	Eric Allen	NC (chapter president)
<input type="checkbox"/>	Walter Bruch	SC (Industry partner)	<input type="checkbox"/>	Steven Ward	KY (chapter president)
<input type="checkbox"/>			<input type="checkbox"/>	TBD	TN (chapter president)
<input checked="" type="checkbox"/>	Barbara Worth	CEFPI	<input type="checkbox"/>	John Ramsey	CEFPI

### A. REPORTS

- I. Glenn called the meeting to order at 11:05. Vijay completed the roll call. There was quorum
- II. There were no agenda additions or amendments.
- III. Bill moved a motion, Maureen seconded and the minutes of the previous meeting were approved.
- IV. **Committee Reports:**
  1. **Membership and Chapter Development Committee:**

#### V. **Treasurer's report (John Hill):**

SE is paying \$2819 for the SOFT SE team to go to Portland.

Glenn added that we can expect about \$5K in revenues from membership. John is working with Michelle to see whether it is worth moving the SE funds to a CD or MM account.

#### VI. **International Report (Christina Lighthall):**

Christina invited everyone to the international conference in Portland. Registration was 100 more than the last conference; next year's conference will be in San Diego on October 20-27.

The Branding Committee set up a task force to look at preparing a new logo for the organization. Another task force is looking at job descriptions to avoid differences between regions and create uniformity across the organization. There are new innovations: 1. The organization wants to get more students involved and hear what they have to say; 2. Use industry partners to promote the organization, 3. Update the website. Barbara said that the new website will be launched by the Portland conference.

She also added that there were 500 registered attendees; because of the Portland 10K run hotels were filling up. Part of the attendance numbers may be attributed to the new dues structure.

John reported that 3 of the schools that were entered for the McDonnell Awards were on the tours at the conference.

#### **Southeast Region**

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## THE COUNCIL OF EDUCATIONAL FACILITY PLANNERS INTERNATIONAL

### VII. Chapter Reports:

1. **Georgia (Mike Satterfield):**
2. **Kentucky (Mike Mulheirn):** Their conference will be in November, the program has been set up. They have concerns with the fee structure but will work with it.
3. **North Carolina:** They are working on the SE/NC joint conference. There is one day event scheduled for 10/17 when they will visit a school in Wake County.
4. **South Carolina (Betty):** They are planning a golf outing, the conference planning is moving ahead with Barbara's help. There has been an increase in membership and change in the Board. They have (1) superintendent and (2) assistant superintendents who have joined their organization.
5. **Virginia (Maureen):** The chapter's midyear will be held on October 24<sup>th</sup> in Charlottesville. Planning is on for the annual conference in Williamsburg.
6. **West Virginia:** No report.

### **B. Action Items:**

7. **SE/NC conference (Bill Bradley):** The joint annual conference will be on 4/19/2015 to 4/22/2015 in Asheville at the Crone Plaza hotel. A call for speakers will be sent out soon; Barbara is working on the contract with the hotel. Jim said that the hotel has been very accommodating; they will have free shuttle and it's been a good location financially. The planning committee is working on cost sharing idea and is looking at different scenarios. Mike Mulheirn recommended that the committee plan on having the Board dinner at Grove Park inn.
8. **School of the Future design competition:** Glenn said that he received information from Keith Webb that Virginia will not participate in funding the travel of the SOTF team to Portland. He recommended that SE develops a policy document about expectations of the chapter and regions for the SOTF competition. This will avoid issues and clarify expectation and responsibilities.  
Mike Satterfield said that the SOTF was a good program at the GA conference and he enjoyed it.  
After further discussion Vijay moved the following motion:  
*That the SE Board resolves to set up a committee to look at the holding of the SOTF competition, and that the committee will prepare guidelines and make recommendations about the responsibility for funding of the SOTF teams by participating chapters and the SE.*  
Bill Bradley seconded the motion and the motion was carried unanimously.
9. **Fellow nomination:** Len Wright has been elected.
10. **Portland conference meeting:** Bill added that there will be a visioning meeting on October 2<sup>nd</sup>. Bill thanked Glenn for this leadership and hard work in promoting the SE chapter. The SE Board joined in thanking Glenn.
11. **Next meeting:** There will be a Board meeting at Portland.

There being no other business, the meeting adjourned at noon on a motion by Bill moved and seconded by John Hill.

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