



## 2012-2013 SOUTHERN REGION BOARD MEETING MINUTES

January 11, 2013, 11:00 AM CST

Omni Austin Hotel

### Southern Region Board Members (Attendees in **bold**):

**Michelle Dudley, President**  
**Jimmy Disler, 1<sup>st</sup> VP**  
**Kerri Ranney 2<sup>nd</sup> VP**  
**Joe Irizarry, Treasurer**  
**Brad Pfluger, Membership**  
**David Kaczynski, Secretary**  
**Amy Jones, Communications**  
Daniel Perez, Past President

**Scott Layne, Inter. Rep.**  
Paul Mills, SR Foundation  
**Jack See, Ark. Governor**  
Chris Pellegrin, LA. Governor  
Gary Armbruster, OK Governor  
Ray Stringer, TX Governor

**Brad Chilcote, Pres. Arkansas**  
**Beth Guillot, Pres. Central TX**  
**Deborah Yocham, Pres. Gulf Coast**  
**Michael Holly, Pres. Louisiana**  
**Rod Reeves, Pres. North TX**  
*TBD, OK President (Open)*  
**Lowell Tacker, Pres. South TX**

**Non-Board Members & VIP Guests at the Meeting:** **John Ramsey, CEFPI, Executive Director/CEO**  
**Irene Nigaglioni, Chair CEFPI International**  
**David Edwards, Past Chair**  
**Carla Terian, CEFPI Regional Director**

### A. Opening/Introductions and Officer's Reports

- Call Meeting to Order (Michelle Dudley) (11:18 AM)
- Establish Board Quorum (10 Present?) **Yes**
- *Motion to approve the January 11, 2013 Board Meeting Agenda*  
Motion: David Second:  
Discussion: None

Vote: In favor: All Opposed: None Abstentions: None  
Motion: ***Passed***

- Introductions of VIP and other guests: Round table introductions
- President's Report (Michelle Dudley) – No Report
- Treasurer's Report (Joe Irizarry) – YTD Balance: \$ 255,537.19 YTD Net Income: \$ 59,478.14
- Membership Report (Brad Pfluger) –
  - Distributed by Brad via Email on January 10th
  - 754 members in the Southern Region
  - SR net increase of 13 new members, 4 dropped/expired, 6 potential expirations (to be reviewed).
  - Year end result, 670, up 84 in SR, 13% increase over last year
- Communications (Amy Jones) –
  - Issued newsletter in December
  - Submitted ad to Texas School Business magazine
  - Ad submitted to Mid-Winter
  - Post Cards are being sent out, accomplished goal

- International Report (Scott Layne deferred to John Ramsey)
  - CEFPI Program, program enhancement
  - Educational Opportunities
    - Webinar, roll out may next month, 1-2 sessions per month, CEFPI/REFPI Credits
      - Speaker selection similar to conferences, speaker “bank” exists
      - Platform can be utilized at the Regional/Chapter level for specific topics
  - Web platform/presence will be updated, content improvements
  - Strategic Plan review, current plan is 3 years old, vital areas like membership structure
  - Financial audit across all Regions/Chapters are being completed
  - School security, task force to discuss issues, impacts on facilities, solutions, courses of action, get out in front to avoid “knee jerk” reactions
  - International Conference in Indianapolis (September 20-23, 2013)
    - Learning and Exhibits tied together
  - British Council of School Environments, shut down, no innovations in school facilities is the general practice, CEFPI accepting members who subscribe to innovative facilities

#### B. Action Items:

##### 1. Approval of Minutes from Board Meeting (Michelle Dudley)

*Motion to approve the SR Board Meeting Minutes from December 6, 2012.*

Motion: David                      Second: Brad Chilcote

Discussion: None

Vote:              In favor: All      Opposed: None              Abstentions: None

Motion: ***Passed***

##### 2. Chapter By-Laws for Arkansas and Oklahoma (Kerri Ranney )

*Motion to approve the chapter by-laws template for Arkansas and Oklahoma with their respective geographic regions and accounting procedures defined.*

Motion: Joe              Second: Jack

Discussion: The International Governance Committee facilitated the standardization of Chapter and Region bylaws. The Southern Region, Texas Chapters and Louisiana Chapter have all approved the new by-laws template. Arkansas and Oklahoma are outstanding. These two chapters/states do not have functioning boards, but the Governance Committee and representatives from each of these states feel it is appropriate to adopt the by-laws template with the geographic region and accounting procedures defined. When a board is put in place, those boards can follow the amendment procedures to make any changes at that time.

Amendments come back to the Board for approval

Spelling correction

Vote:              In favor: All      Opposed: None              Abstentions: None

Motion: ***Passed***

### C. Informational Items and Discussion

- 2013 Southern Region Conference Update (Jimmy Disler, Amy Jones, Kerri Ranney)
  - Meeting this morning at 8:30, progress being made
  - Distributed handouts pertaining the facility, event schedule and pro-forma
    - Conservative estimates on participation and sponsorships
  - Recognized 30 + volunteers from the Chapter and others who are doing a fantastic planning work
- Strategic Planning Session – No report, Planning Session to follow SR Board Meeting
- International Surcharge (Kerri Ranney deferred to International Representatives)
  - Previously tabled from the SR Board Meeting on December 6, 2012
  - Scott Layne/John Ramsey - Provided a brief history
    - Membership dues set as a project, meetings over several months
    - Goal to add school memberships, entice school members to get involved
    - Public sector membership tiers, based on student enrollment
    - Beta program in Florida, State organization similar to CEFPI, no success in Florida
    - 8-10% increase in mid-West/Great Lakes
    - May do test in another region
    - Participation in chapter/region events, but not becoming International members
      - 1. Surcharge to cover costs associated with International support for Regions/Chapters
      - 2. Surcharge to incent non-members to join, costs less to join than pay the surcharges
      - 3. Surcharge not meant to create funds for International
      - 4. Fairness to private firms, so that the firms do not over-subsidize the public members
  - Irene – Prior request to waive the surcharge for new chapters since the surcharge may hinder initial program participation
  - Amy –
    - Complicated structure, if this, then this or if...
    - Would like to see current Chapter structures that in place/practice
      - 1. Brad added consistency issues across Chapters
      - 2. Irene – Chapter updates at SR Board meetings can provide forum for discussion on how Chapters can assist, share information
  - Lowell –
    - 1. Annual sponsors recognized,
    - 2. School members “eat free”, many are not members
    - 3. Limited recognition for non-members
    - 4. Will schools pay \$5?, very attractive when free, some chapters will pay the \$5 on behalf of the non-members so that they can attend for free
    - 5. What is the timeline for implementation?
      - a. The fee structure is approved at the International level to implement in 2013
      - b. International will consider amendments where appropriate
        - i. Send revision requests to Scott, forward to Membership Committee
    - 6. Most attendees pay at the event
  - Carla -
    - 1. International platform works well to manage the event, registration/fee tracking, invoices
    - 2. All payments/registration is done through the International website/platform
    - 3. Discounted rates for membership last 3 years in conjunction with conferences (\$175)
  - David –
    - 1. The amount of funds being requested for surcharges is relatively insignificant, the small fee is generally not sufficient to cover the cost of the lunch alone, plus the get the program information/participation
    - 2. Raised a question as to whether or not the Chapters can use CEFPI funds to pay for the surcharge (one pocket to the other)
    - 3. The non-members who continually attend obviously “see the value” in the programming and should be charged. They should be willing to pay the small fee.

- Jimmy –
  1. Communication/Roll out didn't "look good", International "needed" more money
  2. Timeframe, effective immediately
- Beth – recording of credits by CEFPI versus self-reporting, CEFPI reports
- International/Regional Level Committee Updates – add to SR Board Meeting Agenda for updates
  - Nominations will be requested over the summer to have positions filled at International conference

#### Chapter/State Reports

- Arkansas (Brad Chilcote) – Continue to work on Board and general membership
- Central Texas (Beth Guillot) – Focus on SR Conference, Monthly meetings, last 70 people
- Gulf Coast (Deborah Yocham) –
  - Joint 1/22 meeting with Associate General Contractors, cost and demographic updates
  - Project Closeout document, requested to be sent to Board members
- Louisiana (Michael Holly) – March meeting, presentation on 21<sup>st</sup> Century Schools, AIA participation
- North Texas (Rod Reeves) – 2<sup>nd</sup> annual holiday gathering, program value, impact awards from golf tourney, \$25K raised, follow up annually for implementation results, surcharge discussions at Chapter level
- Oklahoma (Gary Armbruster) – No report
- South Texas (Lowell Tacker) – Membership drive event, \$99 was beneficial factor in growth
  - Panel discussion on building controls
  - Scholarships, two \$1,500 awards made

#### D. SR Board Meeting/Event Schedule:

- Current meeting schedule distributed via Email with this Agenda.
- **Next Board Meeting/Conference Call – February 7, 2013**

The conference call information is as follows: (712) 432-0075, Access Code: 932643#

#### E. Adjournment

*Move to adjourn the SR Board Meeting for January 11, 2013*

Motion: Joe Second: Deborah

Discussion: None

Vote: In favor: All Opposed: None Abstentions: None

Motion: ***Passed***