



# ***MBCEA-MAD***

**Metal Building Contractors & Erectors Association  
Mid-Atlantic Division**

## Meeting Minutes

**Date:** Tuesday June 6, 2006  
**Location:** Four Seasons Sheraton/Lehigh Valley

**Attendees:** Gary Smith – Thomas Phoenix (Current President)  
Tim Clark – Zartman Construction Co. (President Elect)  
Brad Yocum – S&S Structures (Secretary/Treasurer)  
Art Hance – Hance Construction Co. (Director)  
Barry Zepp – Martin Construction (Director)  
Shawn – Thomas Phoenix (Visitor)

### **Meeting began 2:08 pm**

- Gary opened the meeting by reading the Mission Statement & Anti-trust statement.

### **Reviewed last meeting minutes**

### **Treasurers Report**

- Gary handed Brad some checks and registration forms for the upcoming training seminar.
- No other items to report

### **Old Business:**

- Gary is still trying to find someone to sponsor the lunch for the upcoming training seminar.
- Gary is working on getting a quote for the directors insurance.
- Hotel for Training Seminar is taken care of and the speakers are setup.

### **New Business**

**06.01** Gary requested that everyone come up with a cover page to send out via email & fax that will help draw people to the training seminar. Gary would like to have all of the drafts in his possession by the weekend so he can review them.

**06.02** The topic of sponsor tables was discussed. They will be issued on a first come first serve basis. The limit will be six tables and each will be given 5 minutes on the podium to introduce themselves and talk a little bit about their products.

**06.03** Nametags for the training seminar will be provided by Gary along with the stand to set outside the door at the training seminar.

- 06.04** Barry mentioned that his insurance contact was excited about the training seminar and offered to pass it along to some of his other clients as well as to the ABC.
- 06.05** Having a registration table at the training seminar was discussed. Gary stated that it should be a “Brad Job” Barry offered to bring with one of his office employees to help Brad with the table so he has the opportunity to meet and talk with attendees. Brad said absolutely.
- 06.06** Brad will be updating everyone via email every Friday concerning the registrations received so everyone will be kept up to date on how many people are attending.
- 06.07** Art discussed possibly starting a blog to gain member feedback for future events. The group discussed the potential and Brad was going to talk with Angela about websites capability to handle a forum.
- 06.08** Art wants to contact the New England chapter to discuss with them items they get for training seminar events i.e. nametags etc. Brad will get Art contact information for the New England Chapter.
- 06.09** Barry gave a handout for the attendees of the training seminar to fill out that will help us to meet the participants and better understand there needs. Everyone thought it was a great idea and will be used at the upcoming training seminar.
- 06.10** Brad asked Tim if Tom Desoo needed a certain amount of time to know how many people were attending so he could bring enough handouts for everyone. Tim said he stocks the items he would provide and probably only needed a weeks notice.
- 06.11** The group discussed needing another meeting before the training seminar. It was determined that a meeting was not necessary but we would play it by ear and decide later.
- 06.12** Gary asked Brad to remind him to contact national about getting an updated list of members in the region or something like that. This is that reminder.

### **Meeting Ended 3:54**

Next meeting will be held on Tuesday August 1st 2006 at 2:00 pm

Location: Four Seasons Sheraton  
3400 Airport Road  
Allentown, PA 18109

Respectfully Submitted,

Brad Yocum  
Secretary / Treasurer