



MBCEA-MAD

Metal Building Contractors & Erectors Association
Mid-Atlantic Division

Meeting Minutes

Date: Tuesday, December 11, 2007, 2:00 PM

Location: Conference Call

1) Attendees:

	Gary Smith – Thomas Phoenix	(Current President)
Absent	Tim Clark – Zartman Construction Co.	(President-Elect)
	Brad Yocum – Nucor Building Systems	(Treasurer)
	Raelene Hachkowski – Martin Construction	(Secretary)
Absent	Art Hance – Hance Construction Co.	(Director)
	Barry Zepp – Martin Construction	(Director)
	Scott Dietrich – Miller Buildings	(Director)
Absent	Bruno Reich – Famous Buildings	(Director)

2) Meeting Called to Order at 2:15 pm

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

3) Reviewed last meeting minutes

a. Raelene read meeting minutes from November 13 meeting.
b. Minutes were accepted.

4) Treasurers Report

a. September 27th event was a loss of \$574.02. \$230 is still outstanding from Tom Carney of Nucor & three people from Famous Buildings (if already paid just need a check #).
b. \$395 yet to be collected for the holiday social with current number of people signed up.
c. Current checkbook balance \$12,574.95.
a. December Costs
i. \$125 Website updates
ii. \$800 D&O Insurance
iii. Cost of social event \$3720.42, cash in from attendees \$2620.00
1. 1725.42 Meals (58) as of yesterday
2. 900.00 Entertainment
3. 595.00 Hors D'oeuvres
4. 500.00 Room Rental
5. Slight loss but not huge.
d. Treasurer's report accepted.

Old Business

5) December Social Event

a. Headcount for Harley Tour is at 33, we have a 12:45 and 1:00 time slot, max. 18 people in each tour. Registration cards MUST be filled out before tour begins.

Brad has these cards. Art, will you be there to help Brad organize the troops? Our Harley contact is Bob McElroy.

- b. Remaining \$450 for BRP Entertainment for entertainer, Mike Cabot, has to be paid within 5 days after event.
- c. Dinner headcount is at 58, this does not include Bruno's numbers, please have these to Brad and Raelene ASAP with meal selections so they can update numbers with the resort. We have a few attendees that haven't paid yet.
- d. Event times for the evening:
 - i. 12:45 & 1:00 Harley Plant Tour (Scott and Gary will arrive around 12:00)
 - ii. 4-6 pm Hors D'oeuvres, Cash Bar and Slide Show
 - iii. 6-7:30/8:00 Dinner (6:00 Gary does opening remarks)
 - iv. 7:30/8:00-9:00? Entertainment

2) Website

- a. Updated.
 - i. Still need to work on more details for 2008 events
 - ii. Quotes about past events from attendees to post on site.
 - iii. Anything else missed?
 - 1. Raelene's photograph and biography

3) DVD Training Series

- a. Brad contacted Angela in reference to M.A.D. benefiting from DVD Series sold
 - i. Angela will put it on the January 2008 National Board Meeting agenda. The Board of Directors said that the commission was only during the "Conference Show Special".
 - ii. Gary bringing up at January meeting in Texas, also will discuss apprenticeship
 - 1. Discussed giving Southern Chapter start up money similar to the way New England gave us \$500 for start up.

New Business

8) 2008 Tentative Training/Event Schedule

- a. February 7, 2008
 - i. Event: OSHA 10 Hour
 - ii. Location: Shady Maple Smorgasbord, East Earl, PA, 20-30 people, 7AM-6PM with (2) 15 min. breaks and 30 min. for lunch. \$14.16 per lunch meal, \$15/person for training materials, \$950 for trainer. We are looking to charge \$95/person. Do we want to offer coffee and donuts in the morning for an additional \$1.99/person?
 - iii. Raelene will look into accommodations: Holiday Inn, Morgantown, just off the turnpike, 15 minutes from training location. NOT NEEDED
 - iv. Trainer: Zartman Contact (Is there a head count limit?, can always add a second training session at a later date on a Saturday).
 - v. Organizers: Tim and Raelene

- b. April 2008 Weekday
 - i. Event: Equipment Training (Manlift and Forklift)
 - ii. Location: (2) Locations: Central PA and MD/DE Area
 - iii. Trainer: Sean Smith
 - iv. Organizers: Gary and ?
- c. May 29th? 2008 Thursday
 - i. Event: Golf Outing
 - ii. Location: Heritage Hills? Brad and Scott have contact info.
 - iii. Organizers: Brad and Scott
- d. July 2008 Weekday Evening
 - i. Event: TBD (Training or Speaker of some sort)
 - ii. Location: TBD
 - iii. Organizers: ?
- e. October 2008 A Saturday-Update by Brad
 - i. Event: Team Building
 - ii. Location: Lehigh Valley Grand Prix (www.lehighvalleygrandprix.com), Allentown
 - iii. Organizers: Art and Brad look into this
 - 1. Ample space: 70-80 people, 2 hrs=\$3500+food
 - 2. Possibly have a speaker on the topic of team building?
- f. December 11, 2008 Thursday
 - i. Event: Holiday Social
 - ii. Location: TBD
 - iii. Organizers: ?

9) Open Discussion

Do we need to meet on this Thursday sometime between 4 and 6? **NO** Or just plan to meet in January? **YES**

10) Topics at Next Months Meeting

- o Next years event schedule, progress on making contacts for events

11) Meeting Closed at 3:15 PM

Next Board Meeting Date: 01/08/08 Time: 2:00 pm Location: Conference Call

Respectfully Submitted,
 Raelene Hachkowski
 Secretary