



# MBCEA-MAD

Metal Building Contractors & Erectors Association  
Mid-Atlantic Division

## Meeting Minutes

**Date:** Tuesday, July 15, 2008, 1:00 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)
	Art Hance – Hance Construction Co.	(Director)
Absent	Barry Zepp – Martin Construction	(Director)
	Scott Dietrich – Miller Buildings	(Director)

**2) Meeting Called to Order at 1:00 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 June 3 meeting.
- b. Minutes were accepted.

**4) Treasurers Report**

- a. Outstanding balances from September 27<sup>th</sup> Training Event? (\$60 Tom Carney of Nucor & \$180 for 3 people from Famous Buildings).
  - i. What's our policy on outstanding balances?
- b. Discuss Brad's balance spreadsheet, Current Checkbook Balance \$ 17,330.63
  - 1. Golf outing: \$13,400
    - a. -193.81 Trophies
    - b. -795.01 Signs
    - c. -5561.52 Golf Course
    - d. -449.56 Awards
    - e. -390.55 Gift Cards
    - f. =6009.55 Profit
- c. Annual membership fees missing from which members:
  - i. Smith Wimer, Inc.-Nonrenewal
  - ii. Pravco, Inc.-Nonrenewal
  - iii. Metallic Building Company-Nonrenewal
  - iv. Famous Buildings-Nonrenewal
- d. Results from research on an ING or Money Market account. Suggestion to look into electronic savings, up to 3% interest, suggested putting \$10,000 in this type of account.

## OLD BUSINESS

**6) Website**

- a. Added golf photos and removed registration forms from golf event. Raelene's biography posted, need photo yet. July event registration was added along with minutes from the past few months.

- b. Need quotes about past events from attendees to post on site and last year's December social, Raelene has the disk of photos from the social.

## **New Business**

- 7) Bruno's request for a 1 year Leave of Absence from the Board was accepted, and we officially thank him for his help and will welcome him back to the board next year. Need to follow up again on his outstanding balance.
- 8) President elect becomes president January 1, 2009. Need to bring 1 or 2 additional directors to the board and need a new president elect.
  - a. 50% contractors, suppliers. Uneven number on board and that odd one out be a non-supplier.
  - b. Need 2 more board members for next year. Art will make contact with someone in VA and a NY contact was tossed around also.
  - c. Vote on board positions at team building event in October and install the new officers at the December Social.

## **9) 2008 Tentative Training/Event Schedule**

- a. April 18 7:30-4:00 FILLED, 2<sup>nd</sup> DATE **SEPTEMBER 17**
  - i. Event: Equipment Training (Manlift and Forklift)
  - ii. Location: Thomas Phoenix office?
  - iii. Trainer: Sean Smith
  - iv. Organizers: Gary and Karen
- b. May 29<sup>th</sup> 2008 Thursday
  - i. Survey created, send out with Thank You letter from President, **completed 07/21/08**
- c. July 24, 2008 Thursday Evening
  - i. Event: Josh Quinter on Construction Law CONFIRMED 04/30/08
    - a. possible topics: discussed and agreed upon on golf event.
  - ii. Location: Shady Maple, 1324 Main St., East Earl, PA 17519 717-354-8222
    - a. Booked 04/24/08 (35-40 people+)
    - b. \$17.81/person (includes tax, beverages and room)
    - c. 6:00 Coffee, 6:30 Dinner (buffet), will have room 'til 9/9:30
  - iii. Organizers: Barry and Tim
  - iv. Same cost as last year: early bird (by July 1): \$50, member \$60, non-member \$70
  - v. Only have 6 registered.
  - vi. Resend and downsize room at Shady Maple to accommodate 20-25.
  - vii. Raelene will be out of town, Tim, Art and Barry will be there.
- d. **Thursday, October 16** 2008 A Saturday-Update by Brad
  - i. Event: Team Building, Location: Lehigh Valley Grand Prix ([www.lehighvalleygrandprix.com](http://www.lehighvalleygrandprix.com))
  - ii. Time: 5-8 PM
  - iii. Organizers: Art and Brad
  - iv. 10 teams of 4 would be ideal, track develops team based on test run results
  - v. \$125-135/person (1<sup>st</sup> hr \$1300 base, \$1000 for each additional)
  - vi. Dinner, speaker then hit the track

- vii. Have a speaker on team building?
  - viii. Brad confirm date, time, cost and food options with Lehigh Valley.
  - ix. Flyer out once this is all verified.
- e. December 10, 2008 Wednesday
- i. Event: Holiday Social/Casino Night
  - ii. Location: Four Points Sheraton @ Allentown Airport
    - a. Rooms locked in.
    - b. Need to work on details
      - i. Chinese Auction: donations of prizes? Purchase some prizes?
      - ii. Cost/person?
      - iii. Casino, dinner then prize drawings?
  - iii. Organizers: Tim and Gary
  - iv. Bobby K Entertainment: <http://www.bobbyk.com/casino.php>
    - a. We booked Bobby K
  - v. Get flyer out soon.
  - vi. **IMPORTANT DATES:**
    - a. \$250 due to Four Points when contract is signed
    - b. \$500 due by 11/10/08
    - c. Balance by 12/03/08

## 9) Open Discussion

Next Board Meeting Tuesday, August 12 1:00 PM Conference Call.

Adjournment