

**Board Meeting Minutes**  
**Pittsburgh Area ACI Chapter**  
**January 8, 2020 at 4:30 pm**  
**Location – Domenico’s in Cranberry**

**Members of the Board:** Tricia Ladely (Chair), Josh Bryan, Dominic Giovannucci (*regrets*), Bob Lawrence, Brian Lucarelli, Ryan Pendeville, Justin Rader (*regrets*), Steve Reed, April Snyder and Dave Thomas

**Staff:** Beth Rader (Secretary/Treasurer), Andy Lawrence (Certification Coordinator - *attendance is optional*)

**1. Administrative**

- a. **Call meeting to order & confirm attendance**
- b. **Approval of 12-4-2019 meeting minutes.** *Dave Thomas motioned to approve. Brian Lucarelli seconded. The vote was unanimous approval.*
- c. **Review proposed agenda**

**2. Committee Reports**

- a. **Certification Committee:** Bob Lawrence- committee Chair
  - James Casilio was present to speak about PennDOT’s specification changes and the impact it will have on increasing ACI certifications in our area. Our Chapter will see a significant increase in the Flatwork and Adhesive Anchor programs. Due to this demand, the Board will need to set the registration price for the Adhesive Anchor program and price the necessary equipment to include in the budget.
- b. **Programs Committee:** Dave Thomas - committee Chair
  - A conference call will be scheduled with those members who expressed becoming involved with programs in order to schedule our first lunch-n-learn.
- c. **Public Relations Committee:** Ryan Pendeville - committee Chair
  - **Newsletter** – Content to include an article from Ladely, a recap of the Vet Rebate program offered by International
  - **Social Media Accounts**  
**Action Item: collect costs and options for 2-3 programs that will help ‘manage’ social media posts and compare and choose best option for our Chapter.**
    - **Membership Drive** – *Ryan is working with George Wargo and Wayne Miller to make individual calls to the membership to increase participation in Chapter events.*
- d. **Awards Committee:** Dominic Giovannucci - committee Chair
  - **Founders Award**
  - **Excellence in Concrete Project Award**
- e. **Finance Committee: to be determined, along with Chair**

In an effort to make a decision about creating an Audit Committee, or having an audit performed by outside personnel, we contacted Jim Hune, our accountant from Creese Smith & Co. LLC. Hune’s opinion was that an audit can be quite extensive. He did not feel it was necessary for an organization of our size. He felt that we do maintain a bit of internal control by having a two-party signature requirement on our checks, a bonded treasurer, holding monthly board meetings and filing a 990. He suggested that practical procedures could simply be for the finance committee to review reports (balance sheets, P&L, check detail, etc.) monthly or every other month as an additional means of assessment.

**Board Meeting Minutes**  
**Pittsburgh Area ACI Chapter**  
**January 8, 2020 at 4:30 pm**  
**Location – Domenico’s in Cranberry**

After discussing these factors, the board decided to move forward by committing to do the following before the next cycle:

- Create an Income and Expense Budget
- Find out the procedure to become incorporated
- Update our 501c3 status

f. **Student Chapter Committee:** Josh Bryan, committee Chair, reported on student chapter status:

- University of Pittsburgh (main campus) – No new business.
- University of Pittsburgh @ Johnstown – All documentation has been completed for Chapter establishment. Josh and Carly are working with Jordan (student lead) and Brian (faculty advisor). Their goal is to hold a meeting this spring and hopefully to participate in student competitions.
- Pennsylvania State University – Active Chapter – Josh will follow-up to confirm if they can attend our February or March meeting.
- Geneva College – They plan to hold a Grade I class by conducting different sessions over three of their concrete lab classes. The first class will be lead by the professor, the second by Josh and the third by Andy.
- Penn Tech – Josh is meeting with them on January 9<sup>th</sup>. They are interested in becoming a Student Chapter.

**3. Old Business:**

- a. Guide to Chapter Organization & Operation – 11<sup>th</sup> edition
- b. Local support of ACI code and certification proposals to PA State Legislature (*date unknown*)
- c. Chapter support of ACI 318-19 code change seminar (*Tuesday - April 21, 2020*)
- d. *Update Mission Statement (not discussed, low priority at this time)*

**4. New Business:**

- a. There was a vote on sponsorship of the Spring 2020 convention in Chicago. *Bob Lawrence motioned to support in the amount of \$500. Steve Reed seconded. The vote was unanimous.*

**UPDATES/REMINDERS:**

**Upcoming Meetings and Events:**

**Jan. 8, 2020:** Jim Casilio - Scaling & Concrete Finisher Certification to Reduce It

**Feb 5, 2020:** Board Meeting – Location to be determined

**Feb. 12, 2020:** PTC & CDR Maguire - Southern Beltway-Long Life Concrete Pavement & Bridges

**Mar. 18, 2020:** Shane, PennDOT 11 – Upcoming changes to structures section in 408

**Presidents Dinner:** Date and location to be determined

**April 2020:** Awards Banquet – Exact date and location to be determined

**Golf Outing:** Date and location to be determined

**Board Meeting Minutes**  
**Pittsburgh Area ACI Chapter**  
**January 8, 2020 at 4:30 pm**  
Location – Domenico’s in Cranberry

**Certification Classes & Testing:**

**Grade I Schedule:**

- January 27-28 at New Enterprise – Roaring Spring **(40)**
- February 10-11 at DuBrook - Clarion **(22)**
- February 24-25 at GTC – Imperial **(26)**
- March 9-10 at Stone & Co – Greensburg **(30)**

**Certification Classes & Testing:** (cont.)

**Strength/Aggregate:** January 17-18, 2020 at USACE Plant, 13<sup>th</sup> & Railroad St., Charleroi, PA 15022 **(8)**

**Flatwork:** February 22, 2020 @ GTC

**Adhesive Anchor:** **TBD** (Limited to 5 registrants)

**SCC:** **TBD**

**Finances:**

Checking	\$ 57,361
Money Market	\$ 5,685
PayPal	\$ 4,770
Centauri Investments	\$ 414,898
<b>TOTAL</b>	<b><u>\$482,714</u></b>

**Events for the 2019-2020 ACI Year:**

World of Concrete – February 3-7, 2020

PA Concrete Conference in Harrisburg – February 13-14, 2020

Pittsburgh Regional Science & Engineering Fair – March 2020

ACI Spring Convention – March 29-April 2, 2020 in Chicago IL

ACI Chapter Leadership Training – June 1-2, 2020 Farmington Hills, MI

**Anti-Trust Statement:** Our chapter’s meetings and activities are subject to strict compliance with antitrust laws and shall be conducted in a manner that is consistent with the antitrust laws. Any discussion of competitively sensitive topics with a competitor should always be avoided before, during, and after any meeting or activity of the chapter. **If at any time during any meeting or activity, the chapter Executives or Officers believe that antitrust laws are being violated, or will be violated, they will advise attendees as such and halt further discussion.** Attendees at any meeting or activity also should immediately voice their concerns. The chapter President will report the incident to ACI.”

*Josh Bryan motioned to adjourn the meeting. Dave Thomas seconded. The vote was unanimous.*

**Next Board Meeting: February 5<sup>th</sup> - Location to be determined.**

**Next Member Meeting: February 12<sup>th</sup> at Domenicos**