

Board Meeting Minutes
Pittsburgh Area ACI Chapter
February 5, 2020 at 5:30 pm
Location – Domenico’s in Cranberry

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

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

1. Administrative

- a. Chair called the meeting to order at 5:34 pm & confirmed attendance
- b. Reed motioned to approve the 1-8-2020 meeting minutes; Lawrence seconded; motion had unanimous approval.
- c. Agenda was reviewed

2. New Business

- a. **Chapter Policies** – anti-trust and anti-harassment
Action Item: Add these policies to the Chapter website. The “Bylaws” selection under the Membership tab will now be titled “Policies”. It will include the Bylaws, the anti-trust statement and the anti-harassment policy.

3. Committee Reports

- a. **Certification Committee:** Bob Lawrence- committee Chair

Andy received a request from Tim Carre of PennDOT to conduct an Adhesive Anchor Inspector Certification session in Western PA which led to a discussion about ACI Certifications that the Chapter can perform. There are two newer certifications that the Chapter can offer to the public but have not yet had much demand due to the certifications not being mandatory. The Chapter expects that the demand for the Adhesive Anchor Installer and Inspector, as well as the Flatwork Finisher, will greatly increase.

Action Items:

- **Rader will find out the cost for the workbook and the exams for the “Adhesive Anchor Installer”, the “Post-Installed Concrete Anchor Installation Inspector” and the “SCC Testing Technician” and email to Andy Lawrence and Steve Reed.**
- **A. Lawrence and Reed will determine public costs for all three certifications and will also confirm the duration for each (1 or 2 days).**
- **The BOD will need to ballot approval of the class prices and the payment for the instructor per class via email correspondence.**

Certification Classes & Testing:

Grade I Schedule:

February 10-11 at DuBrook - Clarion (40)

February 24-25 at GTC – Imperial (40)

March 9-10 at Stone & Co – Greensburg (50)

Adhesive Anchor: TBD (Limited to 5 registrants)

Flatwork: February 22, 2020 @ GTC (Cement Masons has approx. 25)

Strength/Aggregate:

SCC:

b. **Programs Committee:** Dave Thomas - committee Chair – no report

Upcoming Meetings & Chapter Events:

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

Mar. 18, 2020: Shane Szalankiewicz, P.E. Dist.11 Structure Control Engineer

Action Item: Find out if any students will be attending the March meeting; confirm that Josh Bryan and Dave Thomas are aware of any logistics.

Feb. or March: President's Dinner (suggestions are Dave & Buster's or The Springfield Grille)

April 18, 2020: Awards Banquet (Beaver Historic Train Station)

There was a discussion regarding the serving of alcohol at this event because Beaver is a dry town. The Board decided between limiting attendees to two drink tickets or holding our first BYOB event.

Action Item: After discussion, Ladelly motioned that we offer free attendance to the banquet and advertise BYOB due to the town's restrictions. Brian Lucarelli seconded. All present were in favor. Rader will confirm the maximum attendance allowed at the venue.

April 21, 2020: ACI requested Chapter help to host an ACI 318-19 Code Update Seminar in Pittsburgh – Volunteers will have free attendance and can obtain PDH credits. Tentative date is April 21, 2020. Dominic Giovannucci, Dave Thomas or Ryan Pendeville will assist; and Brian Lucarelli may also be available to volunteer.

Action Item: Ladelly to connect Chapter volunteers with ACI contact – Tony Mould (248-848-3157 / Tony.Mould@concrete.org)

July 2020: Tentative date is 7/27/20 at Quicksilver

Sept. 23-25, 2020: Pennsylvania Code Officials Conference (PCOC) – 3-day event, exhibit and speaker opportunities available, ACI wants to work with local Chapter and will pay for ½ cost of an exhibit. Do not know if this is in our region or the Eastern PA & Delaware Chapter.

c. **Public Relations Committee:** Ryan Pendeville - committee Chair

- **Newsletter** – February issue is at print
- **Social Media Accounts** – Ryan did some research on what the cost would be to have someone manage our media accounts. It looked to average about \$150/month. The board decided to hold off on any outside maintenance at this time.
- **Membership Drive** - Ryan spoke to Wayne Miller and George Wargo about making phone calls to the membership, to promote attendance at the meetings. They were on board and agreed to do so. Ryan also plans to contact local contractors, who are not current members, in an effort to increase Chapter membership.

d. **Awards Committee:** Dominic Giovannucci - committee Chair

- **Founders Award** – Five applications were received.
Action Item: Submit votes to Beth by March 1st
- **Excellence in Concrete Project Award** – No submissions to date

e. **Finance Committee:** to be determined, along with Chair

- Support of "Engineering is Everywhere" Curriculum – Tyler Ley
Lucarelli spoke to the principal at McGuffey about this opportunity. He will follow-up with him and email the board with the details on how best to approach school districts with the opportunity.
- Sponsoring booth at ESWP's Technical Society Fair March 26, 2020
After discussion, the board decided to pass on the event this year. April may visit the Fair to evaluate and see if the opportunity would be worth the effort for next year.

- Chapter insurance for meetings, certification trailer and use of personal vehicle to tow the trailer? – Tricia is waiting for a response from ACI on typical coverage and will contact an insurance company for quotes if the Chapter needs additional coverage.

Financial Action Items:

- **Create an income and expense budget - Reed**
- **Chapter Incorporation and 501(c)(3) status – Ladely**
 - Ladely is currently working towards this goal and was discussing the cost to do so. *Reed motioned for Ladely to move forward with the incorporation, with the condition that it be \$500 or less to do so. Snyder seconded. The motion had unanimous approval.*
- *ACI recommends an audit or review to be made by an outside firm with no other relationship to the chapter every 3 years. (Would cost ~\$5K – on hold)*

Current Finances:

Checking	\$ 63,736
Money Market	\$ 5,685
PayPal	\$ 15,411
Centauri Investments	\$417,306
TOTAL	<u>\$502,138</u>

- f. **Student Chapter Committee:** Josh Bryan, committee Chair – no report
- University of Pittsburgh (main campus wants to renew their chapter)
 - University of Pittsburgh @ Johnstown forming chapter
 - Pennsylvania State University – active chapter **Action Item: Grade 1 Certification class scheduled for spring 2020 – Josh and Andy to set the date**
 - Geneva College

Industry Events for the 2019-2020 ACI Year:

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.”

Bob Lawrence motioned to adjourn the meeting; Ryan Pendeville seconded – meeting ended at 7 pm.

Next Board meeting on March 18, 2020 at 4:30 pm.