## Approved

## Chimney Safety Institute of America

## Board of Directors Meeting

## November 7th 12 pm, Go2Meeting

President Chuck Hall called the meeting of the Chimney Safety Institute of America Board of Directors to order at 12:02 pm

**Directors Present**: Eric Adair, Darin Bibeau, Chuck Roydhouse, Chuck Hall, Mark Stoner, John Pilger, Mike Segerstrom, Eugene LaFlamme (12:15 pm), John Ceasar (12:35 pm), Hope Stevenson

**Directors Absent:** Tommy Nelms, Patrick Tinsley

**Guests Present:** Art, Jasper Drengler(12:30 pm)

**Staff present:** Russ Dimmitt, Megan McMahon, Zach Zagar

**A motion was made** by John Pilger to accept minutes from August 2018. Seconded by Darin Bibeau. Approved unanimously.

**President’s Report:** As submitted by Chuck Hall.

**Treasurer’s Report:** As submitted by Darin Bibeau.

**Motion made by** motioned to accept Treasurers report, by John Pilger, seconded by Mark Stoner. Motion passed.

**Executive Director Report:** As submitted by Megan McMahon.

* Additional notes: extension with PDRI is through December 2018, and will need to pay completion of project. Additional projects will need new contract.
* Report on our email issues

**Director of Education Report**: As submitted by Russ Dimmitt

* As submitted

**Director of Marketing Report:** As submitted by Zach Zagar.

* As submitted

**Legal Report:** As submitted by Art Garrett, Keller & Heckman LLP.

* As submitted

**Consent Agenda**

* **Affiliated Trades Committee Report** as submitted Patrick Tinsley
* **Certification Committee** Report as submitted Mike Segerstrom

Updates awaiting new manual
* **CEU Committee Report** as submitted by Bo Tasso
* **Education Development Committee Report** as submitted by Tommy Nelms
* **Governance Committee Report** as submitted by Hope Stevenson
* **International Relations Committee Report** as submitted by John Pilger
* **Long Range Planning Committee Report** as submitted by Chuck Roydhouse
* **Product Acceptance Committee Report** as submitted by Eric Adair
* **C-DET Committee Report** as submitted by John Bently
Not submitted
* **Ethics Committee** as submitted by Eric Adair

-Commendation for Annemarie’s assistance with this process.
-Discussed NCSG Ethics Committee opening
* **Finance Committee Report** as submitted by Darin Bibeau
* **Master Chimney Sweep Taskforce Report** as submitted by John Pilger
	+ New process awaiting on new BurnWise presentation.
* **Roadshow committee report** as submitted by Megan McMahon on behalf of Mike Segerstrom
* **Motion made by** motioned made by Eric Adair to accept consent agenda, seconded by Mike Segerstrom. Motion passed.

**New business**

* ESCHFOE 2023
	+ NCSG potentially hosting an event in the US for ESCHFOE, will require resources from CSIA as well
* Next meeting dates:
	+ April 16, 2019 3-5pm in Norfolk, VA
	+ May 15-17th, 2019 in Plainfield, IN
		- Moving to May 8th-10th
* NE Chimney Expo
	+ Pilger, Dimmitt, Hall, Roydhouse will all be there.

**Motion to adjourn** by Pilger (1:15) and seconded by John Ceasar; motion passed.

**Meeting adjourned** by Chuck Hall at 1:15 pm