## Approved Minutes

## Chimney Safety Institute of America

## Board of Directors Meeting

## March 16, 2021- Zoom Call

President Chuck Roydhouse called the meeting of the Chimney Safety Institute of America Board of Directors to order at 3:30 pm.

**Directors Present**: Chuck Roydhouse, Tommy Nelms, Darin Bibeau, John Ceaser, Mark Stoner, John Pilger, Kurt Felgemacher, Hope Stevenson

**Directors Absent:**

**Guests Present:** Art Garrett

**Staff present:** Russ Dimmitt, Megan McMahon, Annemarie Stockton  
  
**A motion was made** by Tommy Nelms to accept minutes from the November 18, 2020 meeting. Seconded by Darin Bibeau. Approved unanimously.

**President’s Report:** As submitted by Chuck Roydhouse

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

**Motion made by** John Ceaser to accept Treasurers report, and second by Kurt Felgemacher. Motion passed.

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

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

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

**Consent Agenda**

* **Marketing report**- as submitted by Spark (discussed by Mark Stoner)
* **Affiliated Trades Committee Report** as submitted by Megan McMahon
* **Certification Committee Report** as submitted by John Ceaser
* **CEU Committee Report** as submitted by Chuck Roydhouse
* **Education Development Committee Report** as submitted by John Ceaser
* **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 Megan McMahon
* **Product Acceptance Committee Report** as submitted by Megan McMahon
* **Ethics Committee** as submitted by Mark Stoner
* **Finance Committee Report** as submitted by Darin Bibeau
* **Master Chimney Sweep Taskforce Report** as submitted by John Pilger
* **Safety Committee** as submitted by Tommy Nelms

**Motion made** by John Pilger to accept consent agenda, seconded by Darin Bibeau. Motion Passes.

**Old Business**

* No old business at this time

**New Business**

* Official slate proposed:
  + President- Chuck Roydhouse
  + Vice President- Tommy Nelms
  + Treasurer- Darin Bibeau
  + Secretary- John Ceaser
* Educational conference
* Code body appointment
* Next meeting date: May 11-12th, 2021
* Budget meeting date: August 4th, 2021
* Adjourn

**Motion made by John Pilger** and seconded by Darin Bibeau to adjourn at 5:04pm.