

**Approved**  
**Chimney Safety Institute of America**  
**Board of Directors Meeting**  
**August 14<sup>th</sup> 9 am, Tech Center, Plainfield, IN**

President Chuck Hall called the meeting of the Chimney Safety Institute of America Board of Directors to order at 9:09 am

**Directors Present:** Eric Adar, John Ceasar, Tommy Nelms, Mike Segerstrom, Darin Bibeau, Chuck Roydhouse, Chuck Hall, Mark Stoner, John Pilger and Patrick Tinsley

**Directors Absent:** Hope Stevenson, Eugene LaFlamme

**Guests Present:** NCSG President: Jasper Drengler

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

**A motion was made** by Mike Segerstrom to accept minutes from May 15, 2018. Seconded by Tommy Nelms. 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 Chuck Roydhouse, seconded by John Ceasar. Motion carried.

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

- Additional notes: accreditation, PDRI contract update

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

- Stoner added the "world's worst chimney" project from Sweeps Week.

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

- Question about website visitors, twitter use.
- Stoner: Advice on content

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

- Question from Hall about Withers subpoena. Megan and Pilger explained case specifics.
- Question from Adair – what should Ethics committee should be concerned about/avoid obtaining:

- Art: rarely do these go to litigation. In this case, legal sent handful of documents showing accounting of sweep company's classes, certification, etc.

## **Consent Agenda**

- **Affiliated Trades Committee Report** as submitted Patrick Tinsley

Listed 2018-2019 events

- Firefighter outreach:
  - Firehouse Expo
  - Firehouse Magazine
  - Firehouse TV
  - Pennsylvania volunteer firefighters
  - IEFF magazine
  - Manual edited by IFTSA
  - PIO at fire departments
- **Certification Committee Report** as submitted Mike Segerstrom
- **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
  - Discussion on creosote logs
- **C-DET Committee Report** as submitted by John Bently

- **Ethics Committee** *as submitted by Eric Adair*
  
- **Finance Committee Report** *as submitted by Darin Bibeau*
  
- **Master Chimney Sweep Taskforce Report** *as submitted by John Pilger*
  - Discussion about proposed changes from committee.
  
- **Roadshow committee report** *as submitted by Megan McMahon on behalf of Mike Segerstrom*
  
- **Motion made by** motioned made by Tommy Nelms to accept consent agenda, seconded by Patrick Tinsely. Motion carried.

**Motion to recess** at 10:25 by President Hall

**Motion to reconvene** at 10:38 by President Hall

#### **Old Business**

- CSIA relationship with CCP (CEUs)- CSIA to offer CEUs at CCP tradeshow moving forward
  
- CEU % renewal with CSIA vs other entities- topic tabled until CSIA course content is updated

#### **New Business**

- Consistent CSIA-SureFire marketing message
  
- CVC Coaching's recent request to host their CCS Review on SureFire and/or still count towards CCS certification through October.  
Discussion, due to contractual agreements already in place, not possible.
  
- Approval of the FY 18-19 Budget
  - **Motion made by** Chuck Roydhouse and seconded by Mike Segerstrom to accept the proposed FY 18-19 budget. All in favor, motion carried.
  
- Next meeting dates:
  - GoToMeeting – November 7, 2018 12:00 pm EST

**Motion to adjourn** by Mark Stoner and seconded by Darin Bibeau; all in favor

**Meeting adjourned** by Chuck Hall at 11:07 am