



MBCEA-MAD

**Metal Building Contractors & Erectors Association
Mid-Atlantic Division**

Meeting Minutes

Date: Thursday November 12, 2006
Location: Four Seasons Sheraton/Lehigh Valley

Attendees: Gary Smith – Thomas Phoenix (Current President)
Tim Clark – Zartman Construction Co. (Director)
Brad Yocum – S&S Structures (Secretary/Treasurer)
Art Hance – Hance Construction Co. (Director)
Barry Zepp – Martin Construction (Director)
Scott Dietrich – Miller Buildings (Director)

Meeting began 2:00 pm

- Gary opened the meeting by reading the Mission Statement & Anti-trust statement.

Reviewed last meeting minutes

Treasurers Report

- Brad stated that once the sponsorship money is received we currently have six thousand in the bank with more on the way for the social event.

Old Business:

- Still waiting for all of the pricing for the directors & officers insurance.
- Received 1 quote for D&O coverage for the amount of \$1,200. Waiting for two more.

New Business

08.01 The group discussed memberships. We need to put together a letter that can be sent out to a new member when they enroll welcoming them to the association. Ideas such as a brief bio with pictures of the directors in the letter with contact information. No deadline was given as to when these items must be done.

08.02 Holiday Social, December 14 Update Barry and Art gave an update on the holiday social plans. The hotel meeting room has been reserved and the speaker is all set up. Thomas Phoenix & Miller Buildings will be the sponsor for the Florida Vacation giveaway. Registration forms have been distributed and Brad will be gathering that information in the coming weeks. The group decided on limiting the number of attendees to 90. We currently have just over 50 on the list with more coming in each day. The president of National will be given 5-10 minutes before the guest speaker to say a few words.

- 08.03** Training meeting, February 22, 2007 Tim and Gary gave an update on the current plans for the first training meeting next year. Tim discussed current ideas that they have been working on. The idea that they were leaning on was a Blueprint reading course, they were also looking into a financial training for project managers course. They will be presenting the final decision to the group at the next board meeting.
- 08.04** Golf tournament, May 31, 2007 Brad and Scott gave a brief update on next years fund raising golf tournament. Nucor & Therm-All have already given a verbal commitment to jump on board as a sponsor. As time progress we will be looking into many more sponsors. The golf course location has not been decided yet. We are still looking into possible locations. More progress will be reported at the December board meeting.
- 08.05** Brad discussed the possibility of having future meetings via a conference call. The group asked Brad to get more information on it to present at the next meeting.
- 08.06** Chapter Website Update, Brad discussed getting the website up and running. It will cost \$500 for the design to be done. The group voted for Brad to proceed with getting the site up and running. Gary will write a welcome letter that will be posted on the chapter's website.
- 08.07** Sponsorship system, the group discussed how to make it fair for sponsors to take part in sponsoring events. The group discussed making a set price for donations and having a first come first serve basis for accepting sponsors.

Meeting Ended 3:40 pm

Next meeting will be held on Thursday December 14th 2006 at 3:00 pm

Location: Hilton Harrisburg
One North Second St.
Harrisburg, PA 17101

Respectfully Submitted,

Brad Yocum
Secretary / Treasurer