



**ADSC CHAPTER PRESIDENTS
COUNCIL MEETING**
The Broadmoor
Colorado Springs, Colorado
Saturday, July 24, 2010 ~ 7:30 – 9:00am

Meeting Minutes

1. Welcome and Introductions

Tom Armour (TAA) welcomed all attendees. Introductions of all attendees followed.

2. Previous Meeting Minutes Approval

Previous meeting minutes were approved as written.

3. Old Business

a. 2010 Council Goals & Objectives

TAA reviewed the 2010 Council goals and objectives. TAA indicated that he felt the goals and objectives to date were being met and the Council was on task in meeting all schedule requirements.

b. Chapter Governance

Luke Schuler (LS) discussed the next task (pending outcome of today's membership vote on amended and restated bylaws) for the Governance Committee was to work with each chapter to complete their respective chapter bylaw amendment. LS indicated guideline Chapter bylaws are almost complete pending minor corrections. TAA indicated the GC developed a task force to assist the Chapter Presidents with each chapter bylaw amendment. The GC Task Force and their chapter assignments are as follows:

Chapter	GC Task Force Member
<i>Mid Atlantic</i>	<i>Martin McDermott</i>
<i>Midwest</i>	<i>Bernie Hertlein</i>
<i>Northeast</i>	<i>Martin McDermott</i>
<i>Ohio Valley</i>	<i>Bernie Hertlein/Craig Myers</i>
<i>Rocky Mountain</i>	<i>Christie Rowan</i>
<i>South Central</i>	<i>Doug Watson</i>
<i>Southeast</i>	<i>Keith Miller</i>
<i>West Coast</i>	<i>Christie Rowan</i>

Mike Moore (MM) indicated he is looking more closely at the D & O Insurance with Cory Haliburton. He indicated that Cory might be recommending for each chapter to procure their own insurance policies



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in lieu of the current practice of protection being provided under National's policy.

Task: 1.) The Governance Committee is to forward the guideline Chapter bylaw documents to the Chapter Presidents within the next two weeks. 2.) Chapter Presidents are to work with their respective GC Task Force member as well as their chapter officers and board to develop their amended chapter bylaws NLT the 2010 Fall Board meeting. 2.) MM to follow-up with the Chapter Presidents regarding the 2011 D & O insurance policy coverage.

c. Chapter Initiative Task Force Report

TAA discussed the previously delivered DRAFT Chapter Initiative Task Force Report and thanked Jeff Morgan for his efforts in completing this initial document. TAA indicated to the Chapter Presidents that he was underwhelmed with each chapter recommendations. He asked each Chapter President to take a serious look at this document with their respective board and to provide review comments back to TAA for document finalization.

Task: Chapter Presidents to provide Chapter Initiative Task Force Report review comments to TAA NLT August 6, 2010. Once received TAA to finalize document for use by each chapter and the Chapter Staff Liaison(TM).

d. Membership Recruitment/Retention

TAA indicated the Membership Council met yesterday. The two main items of discussion were membership recruitment/retention and Contractor Membership Category. The members of the Council have been tasked with developing quality recruitment methods for chapter use at the local level.

TM previously sent to each Chapter President the current member database with the request to review, update and send back. To date only two chapters have turned their upgraded member databases back in to TM. TAA requested that the chapters complete this task as the National is trying to complete their database upgrade by the fall of this year.

Task: Chapter Presidents to submit (to TM) their upgraded member databases NLT August 6, 2010.



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e. Leadership Training

TAA indicated the upcoming Leadership Training Course being offered this year by the ADSC and our goal of each chapter sending 1-2 chapter board members to this training. TAA also indicated that the ExComm approved the promotion of the National providing matching funds of up to \$500 to the chapter leader attendee provided the chapter provides the chapter leader attendee \$500 to help reduce the cost to the attendee. The Chapter Presidents were informed that if they would like to send an attendee that wasn't a chapter board member but was planning on becoming a chapter leader to send a request directly to MM. MM informed everyone the \$2,395 course fee included lodging, breakfast and lunch.

Task: Chapter Presidents to urge 1-2 board members with officer potential from their respective chapter to attend the leadership training.

f. Chapter Sustainability

TAA asked the Chapter Presidents if they have developed or started to develop the respective business plans. Only the NE Chapter has started to develop their plan. TAA stressed the importance of a business plan and offered his and TM's assistance if needed. TAA requested that each Chapter President put this on his upcoming meeting agenda and to complete a business plan by year end.

Task: Each chapter to complete their respective business plan NLT December 31, 2010.

g. Chapter Reports

1) Updates

Each Chapter President or representative provided a brief chapter report of their latest activities, education and training events and plans. TAA indicated the association's website has a dedicated page for each chapter to provide chapter news and calendar of events. TAA also suggested that each chapter can provide meeting minutes for their respective webpage. TAA thanked Charles Braun for his efforts in the RM Chapter and the success they are starting to see with their membership.



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2) Issues

Chapter issues as mentioned by their Chapter President are as follows:

Chapter	Issues
<i>Mid Atlantic</i>	<i>None</i>
<i>Midwest</i>	<i>PM's in chapter leadership capacity in lieu of owners</i>
<i>Northeast</i>	<i>Some of the chapter leadership have left their respective companies</i>
<i>Ohio Valley</i>	<i>Monies received will pay for scholarships. Need to start developing a bank account for the chapter</i>
<i>Rocky Mountain</i>	<i>None</i>
<i>South Central</i>	<i>Chapter leadership succession</i>
<i>Southeast</i>	<i>None</i>
<i>West Coast</i>	<i>Chapter leadership succession</i>

TAA expressed the importance of each chapter developing and implementing DOT Task Forces. The WC Chapter is the only chapter that has DOT Task Forces. TAA described the successes the chapter has seen from the implementation of these groups. The RM Chapter intends to initialize contact with Colorado DOT to try and start up an Industry Task Force.



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3) Needs from National

Listed below is a table of each chapter needs from National:

Chapter	Needs From National
<i>Mid Atlantic</i>	<i>None</i>
<i>Midwest</i>	<i>Development of educational seminars</i>
<i>Northeast</i>	<i>None</i>
<i>Ohio Valley</i>	<i>Development of educational seminars</i>
<i>Rocky Mountain</i>	<i>Assistance with tax issue</i>
<i>South Central</i>	<i>None</i>
<i>Southeast</i>	<i>Help with establishing a meeting with South Carolina DOT personnel to discuss their drilled shaft specification.</i>
<i>West Coast</i>	<i>None</i>

Task: TM to address the above needs with the respective Chapter President.

4) **New Business**

a. **Chapter/National Relations and Responsibilities**

TAA thanked everyone for their input into the Chapter/National Relations and Responsibilities document. TAA indicated the document can be used as a resource to assist with National and Chapter communications as well as a tool for clarification of responsibilities. TAA asked if there were any additional revisions to this document. Members didn't indicate any. To date the WC Chapter was the only chapter to provide any comments.

Task: TAA to update document and send out to each Chapter President and TM and MM NLT August 1, 2010.

With no other new business meeting adjourned at 8:59 am.

Note of Interest: The membership approved the bylaw amendment at the Board meeting later that morning!