



A Newsletter written by Fellows of CSI for Fellows of CSI

Publisher: Gilman Hu, FCSI

Editor: Richard A. Eustis, FCSI

Editorial:

By: Richard Eustis, PE, FCSI, CCCA, CSC – Editor

This Newsletter is intended to be an independent vehicle, written by Fellows to be read by other Fellows, to keep the Fellowship informed of CSI activities. It is a way for Fellows serving in Leadership positions to communicate matters that should be of interest as well as for other Fellows to express their opinions or share information.

Our editorial policy is quite simple, we do not intend to reproduce articles that are sent to multiple Chapters for use in Chapter Newsletters nor to we intend to promote or support specific controversial issues or publish candidate material for elections. Our intent is to be an information resource on items that should be of interest to Fellows.

Nearly every article in this newsletter is a result of a specific request to a Fellow for an article about some activity in which the Fellow is involved and which is expected to have general interest by other Fellows. Occasionally, there is a “Letter to the Editor” or an unsolicited article that arrives for publication but this is the exception. If you have a request for information on a specific CSI relate subject, please let us know and we will see if we can find a Fellow willing to provide an article covering your request.

If you receive a request in the future for an article, please respond in a timely fashion; the request was because it was though you had a message to share. If you did not receive a request but feel you have a message share, send it along.

The only way this newsletter can continue to serve the Fellows is to have Fellows believe in the value of communications and be willing to share items of interest.

About the time you receive this newsletter, if you have maintained your membership in CSI, you should be receiving the ballot for this year’s election. Please take time to evaluate the candidates

and consider the other questions on your ballot and then vote your preferences.

Remember to VOTE

One final thought, it is not too early to begin thinking about attending the Institute Convention. June in Indianapolis sounds very tempting after cleaning the 10 inches of snow from the driveway.

Institute Governance Reform Implementation

By: Michael Davis, FCSI, CDT; President-elect

The Governance Reform accepted by the CSI Membership in February 2008, will bring numerous and challenging changes to the governance of CSI.

The Institute Board currently has twenty nine members: twenty Institute Directors (two Directors from each of the ten Regions, and nine officers). On July 1, 2009, CSI will start the transition to a “horizontal” Board. This transition will take place over three years and will reduce the size of the Board to eighteen members. At the end of the three year transition period, the eighteen Board members will be comprised of the following: ten directors (one Director elected from each of the ten Regions), two Directors-At-Large (nominated by the Institute Nominating Committee and voted on by the Institute membership), President, President-Elect, Vice President Professional, Vice President Industry/Associate, Secretary and Treasurer.

The concept of a “horizontal” Board means the eighteen Board members will assume the responsibilities to evaluate and make decisions for the strategic direction of the Institute’s Committees, Task Teams, Staff, events, products and services, and the allocation of the funds required. Although CSI will no longer have an Executive Committee, many of the functions previously performed by this group will still be required. Even with a reduce

Board of eighteen members; it is often not practical for the entire Board to address every issue or task. After much deliberation, GRITT (Governance Reform Implementation Task Team) submitted a recommendation to the Board in November 2008 proposing that three Committees of the Board perform certain functions. The recommendation, which was approved by the Board, established the following Committees:

1. Operations Committee—Represents the Board in periodic operational and administrative meetings (face-to-face or virtual) with Executive Director including preliminary review of budget with Staff and Finance Committee. Members of this Committee include: President; President-Elect; Treasurer; and three Board members, at least one from each class year.
2. Oversight Committee—Represents the Board in evaluation of the progress of Institute Committees; preparation of a list of Committee charges; and recruitment and assignment of Committee members and chairs. Members of this Committee will include: President-Elect, two Officers, and three Directors.
3. Planning Committee—Represents the Board in preliminary development and implementation plans involved in long-range planning and short-range (one-three year) plans. Members of this Committee include: President-Elect, two Officers, and three Directors.

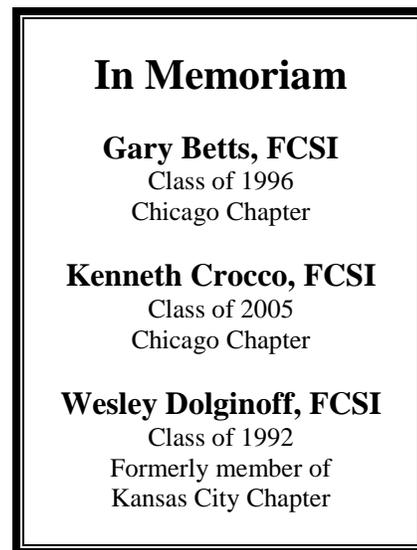
In the past, the Executive Committee-Elect would meet during the March-April time frame to set goals and review the structure and charges of Institute Committees for the coming year. Since we will not have an Executive Committee in FY2010, the entire FY 2010 Institute Board-elect will meet in March 28-29 in Alexandria. At this time, the Board-elect will select the three Board Committees previously referenced, and perform the other duties at this meeting that were previously the responsibility of the Executive Committee-elect.

The responsibilities of an Institute Director elected by each Region will be another major change to the governance of CSI. No longer will Institute Directors have the dual responsibility of representing the Institute and governing the Regions. On July 1, 2009, governance of the Region will become a Region responsibility. Institute Directors will be solely responsible for Institute governance and other various assignments that may be assigned by the

Board. The Board will need to figure out how best to divide the work among the Board members, taking into account not only skills and interests, but the need for continuity when each position changes every two years unless a person is nominated to succeed themselves.

As crazy as it may sound, I look forward to the challenges and opportunities the governance reform presents. I expect the FY2010 Board to be ready to hit the ground running on July 1, 2009, fully realizing we are building the foundation for a new governance strategy to lead CSI forward in the coming years.

As we start this process, I solicit your comments and support.



SECTIONFORMAT/PAGEFORMAT™—AN INSIDER'S VIEW

By: David E Lorenzini, FCSI, CCS, SPUTT Chair

Introduction

The SectionFormat and PageFormat Update Task Team (SPUTT) was formed in early 2005 by the late Gary Betts, President of CSI at the time. The primary purpose was to bring the document up to date with other CSI documents, including the recently published *MasterFormat 2004 Edition™*, *the Project Resource Manual—CSI Manual of Practice™*, and the *Uniform Drawing System™*. Not only were the document inconsistent with the 50-Division, 6-digit Section numbers, but the organization of the Articles were also out of sync with the order of broadscope titles as well. Other new features included the addition of sustainability requirements, the clarification of Articles that were often misunderstood, and the coordination of

terminology with Constructions Specifications Canada, a joint author of the document.

The task team consisted of CSI members with diverse backgrounds and interests, including a representative from CSC. Most of the discussions were conducted by teleconference, of which there were over 50. Face-to-face meetings were held in order to finalize drafts for review. One particular meeting included a focus group session where key stakeholders joined in the discussion and helped formulate the concepts that facilitated buy-in.

SectionFormat

One of the most controversial concepts in the first draft of *SectionFormat* was the addition of a Part 4 titled Utilization. This was in response to one of the goals to include life cycle requirements. This feature was misunderstood by many reviewers due to perceived liability issues. Actually, Part 4 was intended to be used after occupancy by owners, and not intended to be part of typical construction contract specifications. This item was dropped, but may be revisited by a future task team.

Another area of debate was the moving of System Description from Part 1 to Part 2. The task team was not convinced by the reviewer objections, but the original Article was separated into two parts, Description and Performance/Design Criteria. The former includes the required properties and characteristics, including required configuration, size, color, material composition, recycled content, rapidly renewable content, VOC content, and toxic content. This has an obvious application to sustainability issues. The latter includes performance-related characteristics of products such as structure, safety, fire resistance, acoustics, thermal, operational capacity, and durability. In actual practice, this arrangement seems to be working well.

One of the most perplexing aspects of updating *SectionFormat* was trying to represent on paper the flexibility that was intended. One issue was that of subdividing the Submittals Article into Action Submittals and Informational Submittals. These are decisions that design professionals must make. The task team combined all the relevant subtitles under a combined Article "Action Submittals/Informational Submittals" with the intent that they be separated as preferred. The traditional Article title "Submittals" is still available.

The flexibility required for Systems/Assemblies/Components in Part 2 was more difficult to represent. Since various products may be included in a Section, many of the subordinate Article titles might have to be reused

several times. This is especially relevant in mechanical and electrical Sections. The primary Articles may be used as many times as necessary along with the subordinate titles. However, the subordinate titles such as the traditional Materials, Components, Fabrication, and Finishes may be elevated to primary Article titles for more simple Sections. The use of **BOLD UPPERCASE**, **Bold Title Case**, and Regular Title Case text were used to help assist in explaining the concept. In addition, examples of how to use these concepts are included in Appendices of the document.

PageFormat

Although *SectionFormat/PageFormat* is one CSI document, it really represented two separate documents to the task team. *PageFormat* was not without its own controversies, but it did not take as much time to update as *SectionFormat*. One of the task team's goals with *PageFormat* was to strip the proprietary language from the document. The task team wanted it to be "technology-neutral" so it would be adaptable to future methodologies. To avoid premature obsolescence, techniques that related purely to publishing operations, production, or word processing were not included. Another goal was to refrain from publishing examples that would be interpreted as "CSI Format", a result of previous versions. Instead, a conceptual page format was represented as a sketch with drawing notes to explain the recommendations. In order to represent the differences between CSI and CSC, snapshots isolated the various elements of the page (headers/footers, titles, numbering, and paragraphs) to avoid the appearance of a finished Section.

The recommendations to update *PageFormat* were based on the principles of Readability, Publishability, and Adaptability. *Publishability* relates to text that is presented "clearly and at a density suited for easy reading without obscuring the message or hindering rapid understanding". *Publishability* means suitability "for use with most current production methods and compatibility with commonly used printing equipment". *Adaptability* makes it easier to create and modify specifications, but it also facilitates the exchange of specifications between specifiers and distribution by manufacturers.

Several compromises related to the use of paragraph numbering and header/footer content were made to create one common document for both CSI and CSC. However, after the final draft of the document was submitted to the Technical Committee, a decision was made to allow options

that would permit CSI and CSC to maintain their traditional practices.

Included in the document is an Appendix on Screen Display issues, which appears to have anticipated the widespread emergence of the current line of high resolution touch screen smartphones that can display web pages and document formats. Also included in the Appendix is a Formatting Instructions Form.

Summary

SectionFormat/PageFormat updates and solidifies the basic principles of one of CSI/CSC's flagship documents. The document clarifies many of the misconceptions held by those who failed to read and use the document for preparing specifications. Adopting the recommendations is not so much a "conversion" as it is a "transition". One of the differences between transitioning to the updated *SectionFormat/PageFormat* and converting from *MasterFormat 1995 to MasterFormat 2004* is that changing MasterFormat was an all-or-nothing proposition. On the other hand, portions of a Section can be revised on subsequent projects without incorporating all recommendations at one time. Rearranging Articles and updating new Article titles are fairly easy with word processing software. After the major items are revised, some of the more esoteric concepts can be incorporated at a later date.

Not all of the Article titles will be sufficient for every Section or for every project. New titles can be created and incorporated where they appear to be most appropriate. Keep a copy of the SectionFormat Outline (included in the document) by your desk for reference, and mark it up with additions and changes as they occur. These changes can serve as input to a future update.

Special appreciation goes to Jim Robertson, Executive Committee liaison, whose guidance in the development process contributed significantly to the quality of the final document.

SectionFormat/PageFormat has been available as a PDF download since February 2008 from the CSI website for \$60 member price. It has also been bundled with the *PRM/MOP*.

Governance Implementation Progress Report

By Sheryl Dodd-Hansen, FCSI, CCS, CCCA, SCIP
Chair of the Governance Reform Implementation Task Team (GRITT)

The process of implementing the amendments to the Institute Bylaws that were approved in 2008 has moved into the "detail" phase. With the major

decisions approved at the June 2008 Board meeting, the path to the smaller board was set. Beginning in July 2009 the Board will consist of 21 members, comprised of the president, the president-elect, three vice presidents, the secretary, the treasurer, the immediate past president, and 13 directors. The reduction from 29 members will result from the elimination of one vice president position and 7 director positions. The board will function as one body with no executive committee.

Further changes, including election of the first Director at Large, for Fiscal Year 2011 (starting service in July 2010), and the second for Fiscal Year 2012 (starting in July 2011), will occur until the Board reaches its final composition of 18 members in Fiscal Year 2012.

The hardworking team referred to as GRITT has been comprised of Lane Beougher, Loren Berry, Richard Cooper, Dick Eustis, Daniel Hargreaves, John McCaffrey, and Casey Robb, with Mike Davis as Officer Liaison, Stacy Vail and Kelly Feldman as Staff Liaisons, and Sheryl Dodd-Hansen as Chair. The Task Team has held conference calls almost every week since March 2008. The team will continue its work to bring necessary recommendations to the Board and to update text in related documents including CSI's Administrative References and Board Operating Guide.

Here is a summary of the activities related to each of the March 2008 Bylaws Revisions as of January 2009:

Bylaws Revision, Article XIII, Meetings of the Institute, (now Article XII), which changes "delegates" to "voting members". Changes to the "Regulations for Annual Meetings" that eliminated the term "delegates" and established criteria for "voting members" were approved at the June 3, 2008 Board meeting. Procedures are being developed to accredit "voting members" for the June 2009 Annual Meeting.

Bylaws Revision, Article VI, Nomination And Election of Officers and Directors; Section 4 Nomination of Officers, (now Article V, Section 3), which changes the petition process for nomination. The team's recommendation "Nominations by Petition" to change Institute Policy to establish a new schedule for the petition process was approved by the Board in November 2008. While the bylaws revision only changed the deadline from "during October" to "during December" the details of accepting petitions and developing ballots resulted in complex evaluations of the process. The resulting

procedure, with forms created by the Institute Nominating Committee, provides for nominations by petition to be received by the Institute until December 31st. No petitions were submitted for this year's election.

Part of the discussion for the subject process involved the potential for future use of all electronic balloting. The team's recommendation was approved to bring Bylaws revisions that will provide for "Communications by Means other than Mail". Simple changes in verbiage from "mail" to "send" or a derivation thereof will allow the Institute to benefit from future delivery techniques for a variety of communications. The Bylaws amendment is on the current ballot and needs a 2/3 vote to pass, in order to allow for the use of more cost-effective methods of communication. You are encouraged to vote and to vote "yes" on this amendment. Please direct questions to the Election 2009 Forum on csinet.org.

Bylaws Revision, Article VI, Nomination and Election of Officers and Directors; Section 1 Nominating Committee, (now Article V, Section 1), which provides for two members of the Board to serve on the Nominating Committee. Institute Policy was changed in June 2008 to establish procedures and guidelines for selecting these Board members. Eligibility for this role requires that the member have served at least one full year on the Board before service on the Nominating Committee; that the two Board members selected in any given year be from different regions; and that Board members be ineligible to be nominated for election while serving on the Nominating Committee. The two Board members elected to serve on this year's Nominating Committee, Tom Deines and Daniel Hargreaves, provided valuable insights to the Committee's deliberations.

Bylaws Revision, Revised Board Structure. As noted above, the process is underway to reduce the size of the board and to reassign duties of the Executive Committee and the Directors. The Team's recommendation for "Reassignment of Executive Committee Duties" was approved by the Board in November 2008 and changed Institute Policy to create three new committees of the board to perform certain duties, as follows:

Operations – Represents the Board in periodic operational and administrative meetings (face-to-face or virtual) with Executive Director including preliminary review of budget with Staff and Finance Committee; members include

President, President-Elect, Treasurer, and 3 board members, at least one from each class year.

Committee Oversight – Represents the Board in evaluation of progress, preparation of list of charges, assignment of members and chairs, recruitment of potential members; members include President-Elect, 2 officers, and 3 directors.

Planning – Represents the Board in preliminary development and implementation plans involved in long-range planning and short-range (1-3 year) plans; members include President-Elect, 2 officers, and 3 directors.

These subgroups of the board will perform preliminary evaluation of information and the stated tasks and bring recommendations to the full board for action. The subgroups will not be empowered to make decisions on behalf of the board as the Executive Committee did under the old governance structure. Certain tasks previously assigned to the Executive Committee, including liaison with committees, task teams, and regions, will be distributed among all of the board members. Details of the assignments and duties are being developed as part of changes being made to the Board Operating Guide, the Region Administration Guide, and the Model Region Bylaws. For Fiscal Year 2010, the committee members will be selected at a Board-Elect meeting and orientation to be held in late March 2009.

The original governance proposal included a recommendation to establish qualifications for the Institute Directors elected by the Regions. The recommendation was deferred to the June 2008 Board meeting, where it was withdrawn. GRITT, with input from the Institute Nominating Committee, drafted a new recommendation to revise Institute Policy to establish "Qualifications for Institute Directors Elected by Regions." The recommendation was approved in November 2008 and established basic requirements involving strong leadership qualities (including ability to develop and communicate organizational vision, strategic planning experience, and organizational performance evaluation skills), service as a region or chapter leader, participation in CSI events beyond the chapter level, and sufficient time and flexibility in their schedule to accommodate Board responsibilities.

The original governance proposal also included a statement that "the Board create a policy that a member with alternate member classification serve at least one of three consecutive terms." In accordance with its charges, GRITT plans to bring a recommendation to that effect to the Board for action at the June Board meeting.

FELLOWS NEEDED AS MENTORS AT NATIONAL CONVENTION

By; Kathy Proctor, FCSI, CST, AIA

As you sit bundled up with a cup of hot chocolate thinking that winter is never going to end, here is something to look forward to in June.

CONSTRUCT2009 is scheduled in Indianapolis June 16 – 20 with a bundle of events to interest any design and construction professional and future design and construction professionals.

Preserving a tradition started in Las Vegas in 2008, the College of Fellows is again sponsoring an opportunity to introduce students to our industry and to CSI at the largest CSI venue of the year. The Student Mentoring Program pairs CSI Fellows who volunteer with students who are attending the convention. What better way to see the convention than through the guidance of one of our seasoned veterans!

For this we need your participation.

At the Student Caucus on Wednesday, June 17th, the students will be introduced to CSI's Fellows and people with like interests will be paired. These Mentors/ Mentees can spend a few minutes getting to know each other, trade cell phone numbers, and make some plans to meet occasionally during the convention.

Last year I had the opportunity to mentor a wonderful young man from Kentucky who had served as the president of his student affiliate and was ready to graduate in architectural drafting. I helped him select some education programs to attend, met him on the exhibit floor and gave him pointers on talking with vendors, and told him about the after hours programs. We kept in contact after the convention by email. It was a very rewarding experience for me.

If you think you might attend the convention this year and might like to participate in the program, please email me so I can coordinate with you, as we get closer to the event. I can be reached at Kathy@kspgalleries.com.

I hope you decide to share some of our expertise with some of our younger members and sign up to be a mentor at CONSTRUCT2009. You will be glad that you did!

Institute Convention - Student Competition-Segway Shelter Design Competition

Taken from www.constructshow.com

Background

The City of Indianapolis is currently in the midst of developing a nationally unique pedestrian resource, the Indianapolis Cultural Trail (ICT) (www.indyculturaltrail.org). The Trail is a dedicated pedestrian and cyclist route which encircles the downtown business district by linking neighborhoods, cultural districts and a variety of downtown amenities. Through the use of special signage, pavement, lighting and street features, the trail will provide a safe and entertaining way to engage many of the unique destinations Downtown Indianapolis has to offer.

Hypothetical Scenario

With the development of the Indianapolis Cultural Trail, the City of Indianapolis has witnessed the growing popularity of the Segway Personal Transporter. Because the City wishes to ensure that its Segway-riding guests can stop along the trail and leave their personal transporter for hours at a time, a need has developed for a safe, secure and weather-resistant Segway enclosure. (www.Segway.com)

The Challenge

Design a Segway enclosure utilizing a standard kit of parts and then construct it over a two-day period during CONSTRUCT2009 and the CSI Annual Convention in Indianapolis, June 17-18, 2009.

Schedule of Events / Deadlines

Monday, May 4, 2009 - Last postmarked date for Design Proposal

Wednesday, June 17 - 11:00am Team Check-in & Competition

Registration

Wednesday, June 17 - 1:00pm-4:00pm - Construction

Thursday, June 18 - 8:00am-1:00pm - Construction

Thursday, June 18 - 2:00pm-4:00pm - Judging

Friday, June 19 - 2:30pm-4:00pm - Awards presentation during the CSI Annual Meeting

Chair:
Pete Kerfoot, CSI, CDT, Curley Brothers Brick and
Masonry

Subcommittee:
John Fleck, FCSI, Distinguished Member
Bill White, CSI
Andy Meiring, CSI
Kristin Welty, CSI, CDT
Mike Maxwell, CSI

Student Competition at Indianapolis Convention Needs Your Help

By: Kathy Proctor, FCSI, CDT, AIA

Members of the Indianapolis Chapter have worked hard to develop an interesting and challenging Student Design Competition at the convention in Indianapolis in June 2009. The student teams will be asked to design and build a full-scale prototype of a Segway shelter, which could be used on the Indianapolis Cultural Trail. Up to 15 five-member student teams may participate in this competition.

The College of Fellows has developed a fund named the *Students and Emerging Professionals Fund* with a purpose of providing support to student and intern activities in CSI. Many of you have already made a donation or a commitment to contribute to this fund over the next 5 years.

The College has an immediate need, which we hope you will be able to meet.

The student competition has need of \$3,000 to fund the prizes for the competition winners. The College has committed \$1,500 from the *Students and Emerging Professionals Fund* to date, but would like to be able to provide all of the \$3,000 prize money needed for the competition.

We ask you to make a first or make an additional donation at this time so we can provide an additional \$1,500 to Indianapolis to make this event successful.

To make a tax-deductible donation please send a check payable to the "CSI Foundation" with a notation that these funds are to go to the COF *Students and Emerging Professionals Fund*. This can be sent to Kelly Feldman kfeldman@csinet.org on the CSI staff at the following address:

Ms. Kelly Feldman
% Construction Specifications Institute
99 Canal Center Plaza, Suite 300
Alexandria, VA 22314

Please email COF Treasurer, Bob Kenworthy at bkenworthy@auburn.wednet.edu to let him know that your donation has been put in the mail. We will be able to track our progress better this way.

Now look to your chapter and challenge your students to plan to participate in this competition. They can download the competition information at www.constructionshow.com.

Chancellor's Report – February 2009

By: James M. Robertson, FCSI, CCS, AIA, CSC, NCARB

In the August 2008 issue of The Fellows newsletter I outlined the goals of the College of Fellows for fiscal year 2009. We are half way through the year and I wanted to give you an update of where we are with achieving our goals:

Goal 1 - Mentor Program: Under the direction of Jack Klemeyer we have implemented improvements to the mentoring program. The Fellow Mentoring Guidelines were updated and posted on the Fellow website. We had 22 Fellows volunteer to be mentors and were available to advise nominees and those preparing nominations.

Goal 2 - Newsletter Support: The Fellows newsletter published by Gilman Hu and Edited by Dick Eustis has served the Fellows of CSI well. This year we have assisted in soliciting contributors to this important communication tool. Gilman and Dick have reached out to Fellows from across the country to write articles about their personal involvement in CSI. The purpose is to get Fellow's perspectives on what is happening in CSI.

Goal 3 - Website Improvements: Thanks to Sheldon Wolfe, our website (www.fcsinet.org) has been improved substantially. New content has been added so that the website now includes all of the newsletters, the Mentoring Guidelines, the contact information for the mentor volunteer. Sheldon has also arranged for appropriate linking between the Fellows website and CSINet.org. We also are striving to complete all of the Fellow biographies. Please go online and make sure that your bio has been completed. If it is not, please submit your bio to Sheldon for inclusion. Our goal is to have this information 100 percent complete.

Goal 4 - Fellows Reception / Annual Meeting: We spent considerable time this year looking at ways to improve the Fellows Reception and Annual Meeting

in Indianapolis. This year we have decided to have two separate events. The Reception will follow the Welcome Reception at the beginning of the convention. It will focus on recognizing the new fellows and conclude with a formal toast. The Annual Meeting of the COF is being scheduled as a breakfast meeting on Thursday morning. This will allow a little more time and not conflict with individual dinner plans as has occurred in past years. We are also soliciting sponsors for both the reception and breakfast to offset the cost of these events. If you know of anyone or a company that might like to contribute to either of these please contact me or any member of the COF Executive Committee. We intend to evaluate the success of this new schedule before deciding to adopt it for future events.

Goal 5 - COF Support for Students and Emerging Professionals: In August we launched fundraising for the new SEP Fund. Since then we have received contributions totaling \$6,975 and commitments for an additional \$9,400 over the next 4 years. We are far short of our yearly goal of \$37,000. I want to thank the 19 Fellows who have already contributed and ask all other Fellows to consider contributing to this effort.

The COF has committed to help support the Student Competition – Segway Shelter Design Competition scheduled as part of CONSTRUCT2009. The college committed \$1,500 of existing SEP funds to the program and will reach out to fellows for additional contributions up to \$1,500. We would like our total contribution to be \$3,000. See separate article by Kathy Proctor on this event. We are also looking for Fellows to volunteer to help mentor students during CONSTRUCT2009. Kathy and Doug Hartman are asking for volunteers who would be willing to assist students and emerging professionals to get the most out of their participation. Past mentors have said that the experience was very satisfying. Please consider helping with this important program. No contribution is too small or too large. A contribution form can be downloaded from our website.

As I am sure many of you may be aware, Gary Betts, FCSI, CCS, AIA, Former CSI President, and Vice Chancellor of the COF passed away in August 2008. On August 19 during a special CSI Board of Directors meeting, the Board unanimously elevated Gary Betts, FCSI, CCS, AIA to Distinguished Member. The news was communicated to Gary's wife Pamela via a call from Former CSI President

Mike Owen and an overnight card with Distinguished Member pin from the Institute. In accordance with COF bylaws, Bill Brightbill, FAIA, CDT was appointed to serve out Gary's term as Vice Chancellor.

The COF executive committee and committee chairs conduct a regular teleconference on the third Tuesday of each month. If you have any comments or suggestions that you would like discussed or considered, please let me know at jrobertson@robertsonsherwood.com. We need and appreciate your input and suggestions.

List of Donors to College of Fellows SEP Fund as of Jan. 16, 2009

R. Stanley Bair
Paul Bertram
Steve Blumenthal
Aaron Chusid
Paul Edlund
Hall Building Information Group
Robert Harrison
Doug Hartman
Herman Hoyer
Joseph Kasimer
Bob Kenworthy
Lee Kilbourn
Jack Klemeyer
Richard Rivin
James Roberson
Maxwell Saul
Edward Smith
Paul Simonsen
Knox Tumlin
Thomas Young

Call for Nominations - and for two additional Committee Members

By: Joe Dworkin, FCSI, CDT, Chairman, COF Nominating Committee

College of Fellows Nominating Committee Chairman Joe Dworkin is calling for potential nominees for three officer positions on the COF Executive Committee: Chancellor, Vice Chancellor and Secretary. Because of the death of Gary Betts who was elected to serve this year as Vice Chancellor, we need to elect a Fellow to serve as Chancellor.

The current Nominating Committee consists of Joe Dworkin, FCSI, CDT (North Central Region), Henry W. Berg, FCSI, CCS (West Region) and W.

Calvin "Cal" Bowne, FCSI, Member Emeritus (Northeast Region). In the August 2008 Fellows Newsletter, immediate past Nominating Committee Chairman John Lape, FCSI wrote, "The committee is still searching for **two** additional members to serve 2-year terms on the Nominating Committee. According to the College of Fellows rotation guide, the additional members must come from the Southeast, and South Central Regions." As of this time, the COF Nominating Committee is still lacking a representative from the Southeast and South Central Regions and the year is half gone. If you are from one of these 2 Regions and are interested in serving on this committee, please let me know so that the COF may make the appointment. The only qualifications for service on the Nominating Committee is that the Fellow be a Member of CSI, come from the designated Regions and are interested in serving.

The current task of the COF Nominating Committee is to identify nominees for three positions on the COF Executive Committee and obtain approval of these Fellows to have their names on the ballot. In addition, the Nominating Committee must find two Fellows to serve on next year's Nominating Committee, one each from the Gulf States and Southwest Regions.

The COF Executive Committee (EC) positions that will be elected at his year's Convention with terms beginning July 1, 2009 require these terms of commitment:

Chancellor: The Chancellor will serve a single one-year term as Chancellor. (NOTE: This is required because the previously elected Vice Chancellor died in office.)

Vice-Chancellor: The Vice Chancellor will serve a single one-year term as Vice Chancellor and will succeed to the office of Chancellor.

Secretary: The Secretary is elected in odd numbered years (2009). The Secretary will serve a single two-year term.

The bylaws of the College of Fellows describe the responsibilities of the offices in this way:

V. Duties of the Officers

A. *The Chancellor shall act as the presiding officer at the Annual Business Meeting and at any meetings of the Executive Committee of the College of Fellows. The Chancellor shall perform all the*

duties incidental to the office, those required by law and these Bylaws, and those properly delegated to the office by the Executive Committee of the College of Fellows.

B. The Vice Chancellor shall assume all the powers and the duties of the Chancellor in the event of absence or disability of the Chancellor and shall perform other duties assigned by the Executive Committee of the College of Fellows or by the Chancellor.

C. The Secretary shall record all actions taken at the Annual Business Meeting and meetings of the Executive Committee of the College of Fellows, shall furnish a copy thereof to all members of the College of Fellows, and shall perform other duties assigned by the Executive Committee of the College of Fellows or the Chancellor.

The three new officers of the College will be elected by Fellows present at the Annual Business Meeting (ABM) of the College during *Construct2009*, to be held in Indianapolis, Indiana, June 16 through June 19, 2009. The ABM will take place somewhere in the Westin Hotel, starting at the most unlikely hour of 7:30 AM (to 9:00 AM) Thursday, June 18th, 2009. Those elected will begin their terms on July 1, 2009.

Fellows with suggestions of potential nominees and Fellows wishing to be considered for nomination to any of the officer position should send an email to <jdworkin@mac.com>, Joe Dworkin, Committee Chairman, at the earliest possible time. The committee will promptly follow up with a personal contact to each potential candidate. Successful candidates will be notified approximately 6 weeks prior to the COF Annual Business Meeting and their names will appear on a printed ballot that will be distributed at the ABM. Any Fellow from the Gulf States or Southwest Region interested in serving on the COF Nominating Committee beginning July 1, 2009 should also notify Joe Dworkin.

Fellows, this is a great opportunity to "amp up" your commitment to be of continuing service to the Institute and our industry. Now's the time to dust the rust off those administrative skills!

Read the complete COF bylaws and other interesting Fellow-related information on the Fellows website, www.fcsinet.org.

TO:

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825-B Iianiwai Street
Honolulu, HI 96813-5222

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