



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

**Meeting Minutes
April 24, 2008
Marriott Hotel
2200 East Hold Blvd.
Ontario, CA 91761**

Board of Directors Meeting

1. Call to Order
 - 1.1. Time – 12:15 p.m.
 - 1.2. Attendees – Rick Van Horn (Terracon), John Byerly (John R. Byerly, Inc.), Elizabeth Levi (BSK Associates), Jeffrey Cannon (Kleinfelder)
2. Approval of Minutes
 - 2.1. February 21, 2008 – *Approved as submitted.*
3. Financial Report
 - 3.1. 2008 Income/Expenses
Per Elizabeth Levi, there is currently \$34,799.18 in checking account.
 - 3.2. 2008 Dues Status
Per Miki Craig, there are 4 firms still outstanding for their 2008 Dues and Lat Notices have been sent out for a reminder.
 - 3.3. 2007 Taxes
Elizabeth Levi has been assigned the task of preparing the 2007 State & Federal Tax paperwork. Draft submittal to be reviewed by Board members by 05/30/08.
 - 3.4. 2007 Audit of Checking Account
Directors Chippero and Parker performed audit of 2007 checkbook and found the documentation satisfactory.
4. Old Business
 - 4.1. Membership Applications
 - 4.1.1. Leighton Consulting, Inc. & RMA Group
Audits have been completed, Board has approved and notice sent out to membership.
 - 4.1.2. Geotek, Inc.
Still need to conduct audit. John Byerly will arrange.



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4.1.3. Inland Foundation Engineering, Inc.
Still need to conduct audit. John Byerly will arrange.

4.2. Membership Roster
Elizabeth Levi tasked with updating the Roster and forwarding to all Board members.

5. New Business

5.1. Training/Education Class Schedule for 2008
Greg Ruf (Krazan) has stepped down from his committee position and the Board has asked that John Byerly, Jeffrey Cannon, Rick Van Horn and Elizabeth Levi plan for conference call on 05/05/08 at 1pm to discuss schedule, location and agenda for the seminar.

5.2. Establishing Regular SoCal General Meetings
It was asked and confirmed that the by-laws do not restrict the organization from holding additional meetings. Would So Cal membership be enhanced with local meetings? What would be of interest besides DSA issues? It was decided to add another SoCal meeting, probably in the Anaheim area, chaired by the President and an additional Board Member. The format will be a roundtable caucus with minutes but no other business transacted. John Byerly will contact SoCal members to develop topics for discussion.

5.3. Confirmation of 2008 Meeting Schedule/Locations
Elizabeth Levi has completed the hotel meeting arrangements (all but San Diego & Sacto) based on President Van Horns request for additional meetings State-wide. Discussion was made regarding getting more bodies into the meetings and more involvement from general membership. Finalized dates and locations are as follows:

*May 15 – Doubletree - Modesto
June 26 – Hilton Pleasanton at the Club
July 24 – Fairfield Inn - Anaheim
August 28 – Hilton Pleasanton at the Club
September 25, - Sacramento (TBD)
October 24 – San Diego (TBD)
November 20 – Hilton Pleasanton at the Club
December 18 – Hilton Pleasanton at the Club*



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5.4. 2009 Annual Business Meeting (date, location)

Date will be January 23-24, 2009. President Van Horn requested a survey be sent out to the membership asking where they would like to go, what they would like discussed, activities they might want to do. Survey was emailed out to membership on 04/28/08. Once survey is complete, Elizabeth Levi has been assigned to garner (3) competitive bids for Conference Venue. Per President Van Horn, the meeting will consist of a full days Annual Business Meeting with continental breakfast and lunch provided. Awards Dinner to follow and we should keep the hosted reception on Friday evening. Main goal is to get a Speaker or Panel discussion for Saturday meeting to get industry into the seats.

5.5. ASFE Endorsement Request

Although Board members authorized expenditure for \$5000 membership fee to renew RO status for 2008, membership is still at odds with use of this organization. Elizabeth Levi will contact John Bachner and Ken Clement with ASFE to ask them to be an upcoming speaker at one of our meetings to get motivation and interest from membership.

6. Adjournment

6.1. Time – 1:35 p.m.

Respectfully submitted,
Elizabeth Levi
Immediate Past President