



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

**Meeting Minutes
November 20, 2008
Hilton Pleasanton at the Club
7050 Johnson Drive
Pleasanton, CA 94588**

Board of Directors Meeting

1. Convene
 - 1.1. Time – 2:08 p.m.
 - 1.2. Attendees – *Rick Van Horn, John Byerly, Elizabeth Levi, Jeffry Cannon, Mike Parker, Miki Craig*
2. Approval of Minutes
 - 2.1. August 28, 2008 – *Approved as submitted*
3. Financial Report
 - 3.1. Account Balance – \$24,788.34
 - 3.2. Outstanding Receivables – *None*
 - 3.3. Outstanding Payables - *\$400 tax return liability*
4. Old Business
 - 4.1. Membership

Miki Craig to send membership certificate to Inland Foundation Engineering. Rick Van Horn to send welcome letter.

Nova was approved for membership. Miki Craig to send certificate, and Rick Van Horn will send welcome letter.
 - 4.2. Education

The next education program is scheduled for March 7, 2009, in Fresno, Sacramento, Los Angeles, San Diego, and the Bay Area. Committee needs to resolve final locations, draft advertisements, arrange for instructors, and determine topics.
 - 4.3. ABM

Four sleeping rooms have been booked to date, with reservations for 6 attendees. Our contract requires us to fill 15 rooms or additional cost will be added BEO. The intended program with ASFE panel may not work out due to a calendar conflict. Jeff Cannon will check on the problem. Rick Van Horn indicated he has a PowerPoint program prepared for ASFE concerning the lump sum bidding process he would be willing to present as an alternate, if needed. Event sponsorships are doing in well.
5. New Business
 - 5.1. Nominations for 2009 Officers & Directors

The following nominations were discussed:



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

<i>President</i>	–	<i>Mike Parker (Testing Engineers, Inc.)</i>
<i>Vice President</i>	–	<i>Dennis Heider (Heider Engineering Services, Inc.)</i>
	–	<i>Chip Moore (ENGEQ, Incorporated) (Alternate)</i>
<i>Secretary</i>	–	<i>Miki Craig (Dynamic Consultants, Inc.)</i>
<i>Treasurer</i>	–	<i>Elizabeth Levi (BSK & Associates)</i>
<i>Board of Directors (2)</i>	–	<i>John Atkinson (Holdrege & Kull)</i>
	–	<i>Martha McDonnell (Youngdahl Consulting Group)</i>
	–	<i>John Byerly (John R. Byerly, Inc.)</i>

Jeff Cannon will contact Martha McDonnell. Rick Van Horn will contact Dennis Heider. Miki Craig will contact John Atkinson.

6. Adjournment

6.1. Time – 2:51 p.m.

Respectfully submitted,
Miki Craig
Secretary/Treasurer