



**Date/Time:**  
**Meeting:**

**August 21, 2019 12:00 p.m.**  
**ASAM Board Meeting**

**Prepared by:** Jon Lunderberg – 616-299-8243

**Present:** James Bockheim, Steve Coates, Dan Hall, Travis Koetje, Jon Lunderberg, Mike Martinchek, Sarah Pfeiffle, Ann Plummer, Mark Rysberg, Brian Strick, John Turner, Tony Vermaas, and Matt VanHekken.

**Absent:** Matt DeVries, Chris Fennema, and Carrie Osborn

**ACTION ITEMS**

Item	Assigned	Follow-Up Date
<b>CWDA Video:</b> Sarah Pfeiffle will distribute the CWDA RALLY video to the board.	<b>Sarah Pfeiffle</b>	August 31, 2019
<b>RM&amp;D Proposals:</b> Sarah Pfeiffle will distribute the signed RM&D proposals to the board.	<b>Sarah Pfeiffle</b>	August 31, 2019
<b>6/30/2019 Financial Statements:</b> The board will review the 6/30/2019 FYE Financial Statements and be prepared to vote on their approval in September 18, 2109	<b>The Board</b>	September 18, 2019
<b>SWMGT Videos:</b> John Turner will see if the SWMGT Videos can be made available to ASAM Members.	<b>John Turner</b>	September 2019

**NEXT MEETING(S)**

When	Where	Who	When	Purpose
<b>September 18, 2019</b>	<b>Bistro Bella Vita</b>	<b>Board</b>	<b>12:00 p.m.</b>	<b>Monthly Meeting</b>
October 19, 2019	Bistro Bella Vita	Board	12:00 p.m.	Monthly Meeting
November 20, 2019	Bistro Bella Vita	Board	12:00 p.m.	Monthly Meeting
December 18, 2019	Bistro Bella Vita	Board	12:00 p.m.	Monthly Meeting
January 15, 2020	Bistro Bella Vita	Board	12:00 p.m.	Monthly Meeting
February 19, 2020	Bistro Bella Vita	Board	12:00 p.m.	Monthly Meeting
March 18, 2020	Bistro Bella Vita	Board	12:00 p.m.	Monthly Meeting
April 15, 2020	Bistro Bella Vita	Board	12:00 p.m.	Monthly Meeting
May 20, 2020	Bistro Bella Vita	Board	12:00 p.m.	Monthly Meeting
June 17, 2020	Bistro Bella Vita	Board	12:00 p.m.	Monthly Meeting

**MEETING AGENDA**

Executive	Steve	CWDA	Dan/Carrie
Legislative	John & Tony	MCOY	James
Executive Recruiting	Tony	Membership	Brian
Marketing and Admin	RM&D	Programing	Travis
Safety/Education	John		
Financials	Ann	Open Discussion	

**MOTIONS**

- M/S/C** (Motion, Support & Consent) to approve the July 7, 2019 minutes.
- M/S/C** to approve the budget with \$7,500 for the Right Place to be paid over five years instead of three.
- M/S/C** to authorize the purchase of general liability coverage effective 8/18/2019 to 8/18/2020 for a \$400 annual premium.
- M/S/C** to authorize the purchase of D&O coverage effective 8/18/2019 to 8/18/2020 for a \$1,154 annual premium.
- M/S/C** to approve RM&D proposal for the 7/1/2019 to 6/30/2020 fiscal year. The signed proposal will be distributed to the board.
- M/S/C** to approve membership for Hard Topix PreCast Concrete as a subcontractor subject to payment.

## MEETING MINUTES

**Commenced:** Steve Coates called the meeting to order at 12:03 p.m.

**Executive (Steve Coates):** Steve Coates objectives for the year are to provide leadership and develop younger leaders. These objectives are in process through working closely with the GC/CM community, through CWDA, and mentoring. Dan Hall is transitioning jobs and volunteered to continue on both the Board of Directors and CWDA.

**Legislation (John Turner):** For subcontractors, legislation is quiet. The anti-prevailing wage organizations are targeting Associated Builders & Contractors (ABC) with negative advertising about training and with FOIA requests. On 9/27/2019, ABC is rolling out its training program with a lunch (11:30 to 1:30) meeting at the Pinnacle Center. FOIA should not be an issue for ASAM – stay tuned.

**Executive Recruiting (Tony Vermaas):** No Update.

**Marketing (Sarah Pfeiffle):** The Scoreboard is up across the “board”. The ASA National Chapter of the Year application process has started and it is due 11/1/2019. For the White Caps event on 8/27/2019, 59 of the 120 spots are taken last year we had 87 people registered. So far, we have raised \$790 in donations. Sarah Pfeiffle will send out the list of White Cap attendees to the board. Dan Hall volunteered to make personal invitations to the MCOY Nominees.

**Safety (John Turner):** On 8/20/2019, ASAM had a great walk through with Pioneer at the Studio Park. Pioneer was a very gracious host. The turnout was almost too big and that is a good problem. Jim Getting from MIOSHA ran a very good program. On 10/3/2019, ASAM will have the next Safety Officer meeting at Andy J. Egan Co., Inc.; the invites go to the ASAM safety officers.

**Financial Statements (Ann Plummer):** The revised budget distributed by Ann Plummer had changes highlighted in orange. The ASAM Budget does not include MCOY. We estimated five new members instead of 20 with a 90% renewal rate (11 have not renewed to date). The RALLY was revised to include RM&D’s support; any overage exceeding \$7,500 will be split between ABC and ASAM. PNC Bank will give ASAM credit card capabilities for \$15/month. With 100% of RM&D of the estimated cost, we are projecting a \$13K loss. Historically, RM&D has used 78% of their estimated costs. ASA National is requesting \$250 from each chapter for scholarships. The Right Place is looking for a \$7,500 commitment; we included it over five years.

1. **M/S/C** to approve the budget with \$7,500 for the Right Place to be paid over five years instead of three.
2. **M/S/C** to authorize the purchase of general liability coverage effective 8/18/2019 to 8/18/2020 for a \$400 annual premium.
3. **M/S/C** to authorize the purchase of D&O coverage effective 8/18/2019 to 8/18/2020 for a \$1,154 annual premium.
4. **M/S/C** to approve RM&D proposal for the 7/1/2019 to 6/30/2020 fiscal year. The signed proposal will be distributed to the board.

CWDA agreement between ASAM and ABC was just completed and included in the budget. That information was needed to complete the 6/30/2019 FYE Financial Statements for ASAM. The approval of the 6/30/2019 FYE Financial Statements for ASAM will be on the 9/18/2019 agenda.

**CWDA (Dan Hall):** RM&D is helping out with the 3/4/2020 RALLY. Kayla from Welch Tile made a video to push the **FUNd**raiser concept for the RALLY. The RALLY video will be e-mailed or drop boxed to the board. United Rentals sponsored the RALLY for the past two years – we may need an event sponsor. The lead sponsor should be included in the final version of the RALLY video.

**MCOY (James Bockheim):** The playbook was rolled out. There will be energy and excitement. Voting is ongoing and comments should be encouraged. We are still pushing for sponsorships. If all the nominees, sponsors, and board members take the maximum number of MCOY tickets 482 of the 500 seats will be taken; therefore, we expect another sell out. The distribution is laid out below.

1. Sponsors get a table of 10
2. Nominees buy a table of up to 10
3. Board Members get two tickets
4. Guests and Non-Sponsor Board Members request tickets
5. Small sponsors may get two tickets
6. Tickets, if any, are opened up to ASAM Members.

**Membership (Brian Strick):** **M/S/C** to approve membership for Hard Topix PreCast Concrete as a subcontractor subject to payment. Phoenix Interiors are interested in joining. Allstate Crane and Rigging is also on the hot target list thanks to Andy J. Egan Co., Inc.

**Program (Travis Koetje):** On 9/11/2019, we have Darla Regula from the Ralph Nichols Group confirmed. The announcement went out today, 8/21/2019. We are shooting for a joint ASAM/CFMA meeting in the spring on employee engagement (bring someone you are mentoring).

**Adjourned:** Steve Coates adjourned the meeting at 1:04 p.m.

**Submitted by:** Jon Lunderberg  
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