



5/8/2025

CSI Phoenix Chapter Board Meeting 2024-2025

Meeting Agenda

Attendance/Board Quorum Confirmation

A total of 4 are in attendance a quorum is not present.

Board Members

P	T	A	Name	Board Position	Phone	Email
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brooke Manriquez	President	602-734-5333	bmanriquez@arcadiainc.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jeff Nielsen	President-Elect	480-601-8762	JNIE@hempel.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jaime Garrido	1st Vice President	602-256-4375	Jaime.garrido@phoenix.gov
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vacant	2 nd VP		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heather Unger	Secretary	602-448-5355	Hunger@fmsolutions.net
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Teri Hand	Treasurer	602-418-1268	thand@swcspecialists.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minnie Robles	Past President	520-273-3220	Minnie.robles@jm.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jeff Scoby	Director 24-25	602 714-7280	jeff.scoby@dunedwards.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clarissa Aguilar	Director 23-25	602-279-4373	CAGUILAR@awarch.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ron Stas	Director 23-25	602-377-4002	rons4277@gmail.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vacant	Director 24-25		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dean Leschak	SW Region President	303-979-6273	leschak@ppg.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Robin Snyder	SW Region Secretary	602-369-8163	robin@spectraspecs.com

Chapter Committee Chairs

P	T	A	Name	Committee	Phone	Email
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jaime Garrido	Education	602-256-4375	Jaime.garrido@phoenix.gov
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	John McCall	Technical	480-438-9291	Johnmccall44@gmail.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bobbi Jo Huskey	Programs	602-390-3599	bobbijo@partitionsco.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minnie Robles	Membership	520-273-3220	Minnie.robles@jm.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heather Unger	Awards	602-448-5355	hunger@fmsolutions.net
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clarissa Aguilar	Communications/ Publicity	602-279-4373	CAGUILAR@awarch.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ron Stas	Fundraising Golf Tournament	480-414-4185	rons4277@gmail.com

1. Brooke called the meeting to order at 9:08
2. Adopt Minutes from last board meeting:-Postpone approvals to next meeting-secretary is out of town.
3. Announcements:
 - SW Region Conference!!- Colorado Springs Complete
 - i. Robin to provide an update – Conference went well
 - ii. 2026 SW Region Conference will be in Phoenix
 1. San Marcos (April 23-25th)
 2. Ideas: Local Hotel

4. Committee Focus

- Programs
 - i. President Elect to work with President and Programs Committee to align with presidency goals and strategies.
 - ii. Goal is to have programs in line by August
 - iii. May Moon Tower Tour- Brooke researching happy hour/ drinks and snacks after the tour.
 - iv. September Chapter meeting already lined up
 - v. June project spotlight and member appreciation at Papago Golf Resort 6/12, 5:30-7:30
 - vi. Jeff Nielsen is in line for President-need to be involved in creating the programs for next year.
 - 1. Reach out to Brooke and Jeff with ideas
 - 2. Create e-mail survey, and ask in chapter meetings for input on meetings:
 - a. Current venue- Change or keep? Suggestions for other venues?
 - b. Time- Lunch? Dinner?
 - c. No charge for guests next year?
- Membership-Bobbi Jo
 - 103 for March (New Roster and Access for this report on Institute Site!)
 - 4 new for April- will receive the book from George Wadding as a gift.
 - Questions on new roster, emeritus members, outside of AZ members, members who have passed...etc.-Bobbi Jo to check with institute for membership roster clarification.
- Events/Fundraising
 - Bowling event – should be most profitable
 - May 15th 5-7PM Let it roll bowl-12th St. in Phoenix
 - \$40 Per person or \$250 Lane Sponsor for 6 Players
 - Sponsorships available
 - Lane Sponsor
 - Food Sponsor
 - Drink Sponsor
 - Raffle Sponsor-gift cards/vendor gifts
 - Brooke recap of communications-social media posts and events on website
- Technical -John McCall - Jaime will reach out to John.
Game plan/24-25 Strategies
 - Need notes from John- use live Teams meeting / webinars.
 - Reach out to Ron Geren and Neil Davison?
 - John-reach out to Ron-technical podcast? Ron is “voluntold” to help out.
 - Suggestions for whitepapers/technical data to post/share with the board
- Awards-Heather Unger/Jeff Scoby

5. Secretary's Report

- N/A

6. Treasurer's Report

- N/A
- Jeff Scoby taking over after Teri leaves this role, contact info for CPA, taxes process, etc.

7. Communications-

- Instagram and LinkedIn- Clarissa, Brooke will need help with posting the new board once elected.

8. Round Table Items

7. Brooke moved to adjourn; Ron seconded. Meeting Adjourned at 9:29 am