

1/11/18 Project BEST BOD Meeting Minutes
OVCEC Conference Room

In Attendance:

Bengy Swanson, *BEST Co-Chair*

John Kalkreuth, *Kalkreuth Roofing*

Ginny Favede, *BEST Co-Chair*

Justin Klempa, *ERB Electric*

Bob Gribben, *Grae-Con Construction*

Kim Carfagna, *JD&E*

Clint Powell, *Laborers #809*

Michael Gianni, *James White Construction*

Dave Morris, *Painters DC #53*

Nick M Karras, *Karras Painting*

Don Mags, *Bricklayers #44*

Randall Bostic, *Cement Masons #39*

Don Teichman, *Cattrell*

Rodney Boniti, *H.E. Neumann*

Eddie D'Aquila, *Steamfitters Local #83*

Sean Currey, *Ironworkers #549*

Eran Molz, *Operating Engineers #132*

Terry Lavorini, *LM Construction*

Jody Bonfini, *Carpenters*

Tom Conner, *IBEW 141*

At 13:33 Co-Chairman Bengy Swanson called the meeting to order. All in attendance were welcomed, and introductions were made around the table. Co-Chairman Ginny Favede reviewed the previous minutes, and with no corrections Eran Molz made motion to approve the previous BOD minutes, Bob Gribben second

Career Expo / Awards Gala Information

Information pertaining to the upcoming Construction Career Expo was reviewed. It was stated that a promotional video is nearing completion. Sean Currey will order the drawstrings bags to be distributed at the event. Invitations are to be mailed to the schools/contractors this week. The backdrop for photos has been ordered. There were no questions or concerns regarding the event.

Public Relations Committee

Co-Chairman Bengy Swanson defined the Public Relations Committee and suggested a temporary suspension of the Committee. Funding requests will now go through the BOD under the new by-laws, thereby making a committee unnecessary

John Kalkreuth opened the discussion: How can we market Project Best without a Public Relations Committee? Kalkreuth suggested the BOD re-focus on the mission statement and determine how to best adhere to BEST's mission. Clint Powell made a motion (John Kalkreuth second) to temporarily suspend the PR Committee until the mission statement has been studied and a new plan of action has been determined. **All Agreed**

Eran Molz suggested blending PR into PLA Committee. It was noted that PR is integral to Project BEST's success and relationship with the community and various institutions.

Safety Committee

Ginny Favede gave an overview, mentioning that the prescription eyeglasses reimbursement program must be up for review. Via Kim Carfagna – Traditionally the prescription safety eyeglass reimbursement program was intended for union members and salary employees, not dependents. Bob Gribben suggested scrapping the entire program, as it does not promote the overall mission of Project BEST. It was determined that the Safety Committee would review the necessity and obligation of Project BEST to continue with the reimbursement program and their decision would be reviewed at the upcoming meeting.

Co-Chairman Ginny Favede announced an OSHA Safety Day at OSU on February 15th, 2018. The Safety Committee was encouraged to attend, with all expenses reimbursed.

John Kalkreuth suggested reimbursing those who attend for fees, mileage, and lunch. A motion by Kim Carfagna (second by Terry Lavorini) determined that 6 people would attend the Safety Day. All Agreed

Finance Committee

Ginny Favede gave an overview of the finance committee. Jack Felton CPA is the advisor. The BOD can now see the current BEST finances monthly.

Project Best 2017 Awards

The awards list was reviewed, Kim Carfagna stated that the criteria for receiving an award is as follows: must have used all union contractors, PLA, must be 100% completed in the current year.

Co-Chair Ginny Favede went through the list of potential applicants, and the BOD collectively decided that none were eligible except for the following:

- Belmont County Commissioners (Courthouse Exterior Restoration Project)
- City of Steubenville, Water Treatment Plant
- Davis Pharmacy
- Franciscan University
- New East Coast Metal Building
- Reynolds Cancer Center
- Ritchie Elementary
- St. John's Church in Benwood
- Timet
- Wheeling Jesuit Champion Hall Renovation

Moving forward, there will be a form distributed to each project to determine eligibility for the BEST award. There will be regular updates in the OVCEC bulletin with eligible projects. This process will make tracking potential award-worthy projects easier and more organized.

Finance Report

Barb from Felton CPA was present to give an overview of the current assets and financial holdings of BEST. She will continue to work with the Finance Committee and the BOD.

It was determined and agreed upon that the names on current annuities held by Project BEST must be transferred to Bengy Swanson and Ginny Favede, as the current names on the account reflect outdated BOD Chairs. All were in agreement.

Kim Carfanga suggested all annuities must list Swanson AND Favede, not “or” (on all accounts). Motion by Eran Molz, Rodney Boniti Second All Agreed.

The entire board requested more specific information on each annuity, such as where they are located, what branches, etc.

The issue of BEST having numerous holdings at Main St. Bank, Kim Carfanga clarified that BEST has so many CDs at Main Street because this location was offering the best rate.

Funding Requests

There was a review of the 2017 requests for funding. Bob Gribben made a motion to have a monthly list emailed to the BOD with all the requests for funding. Eran Molz second. All Agreed. The 2018 requests for funding were not reviewed, and an email with all current requests for funding will be sent to the BOD before the next BOD meeting.

Ginny Favede noted that any requestor that falls under the category of the United Way will not be eligible for funding from Project BEST.

Eran Molz suggested composing a rejection letter to the foundations BEST is unable to contribute to. The negative reaction to the letter previously sent to the Wheeling Soup Kitchen was discussed, but plans to compose a rejection/explanation/acknowledgement letter were agreed upon.

Scholarships and Endowments

Co-Chairs Swanson and Favede explained how the endowments and scholarships have worked in the past. BEST gives the total amount of the scholarship to the institution, applications for the scholarships are submitted to the institution, and the applicants are verified with BEST to ensure eligibility.

Ginny Favede read the list of current colleges participating in the current program, which are as follows:

Belmont College

Eastern Gateway Community College

Franciscan Univ. of Steubenville

Ohio University Eastern

1/11/18 Project BEST BOD Meeting Minutes
OVCEC Conference Room

B.M. Spurr School of Nursing

WV Northern Community College

Trinity Health System School of Nursing

Wheeling Jesuit University

West Liberty University

The Board agreed that a list of all institutions receiving endowments must be generated and reviewed. Some institutions may not realize the endowment is available. It has been standard that \$50,000 be given to institutions for endowment and institutions must only use the interest.

Rodney Boniti suggested that the endowment should be used in part to high school education of the trades. Boniti additionally enforced the importance of maintaining a working relationship with the institutions that have endowments, thus encouraging more work to go through Project BEST.

Legal Consultant

It was determined (and agreed upon by all in attendance) to be a conflict of interest to have the same attorney at BEST and with the building trades. It was also determined that BEST does not need an ERISA attorney, and that a local attorney would be preferable.

Marketing

Rodney Boniti made a motion (Gribben second) to hire an in house marketing specialist. All local sources should be considered, no retainer is necessary, and all big projects will go to bid. All Agreed.

Old Business

Co-Chair Favede announced that the extra BEST funds had been deposited into the BEST account. Gribben made a motion to create a by-laws committee, Klempa second. All Agreed.

New Business

Gribben made a motion to move every other BOD meeting to IBEW in Steubenville, Boniti second. The schedule will be the same as that of the building and trades. The next BOD meeting will be held at IBEW.

A description of the new networking luncheon format was explained by Co-Chair Favede.

Adjourn

Motion to adjourn made by Eran Molz, Eddie D'Aquila second. Meeting was called to a close at 15:21.