

PRECAST CONCRETE STRUCTURES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
10:00 AM – 2:00 PM
HILTON GARDEN INN TAMPA-EAST BRANDON
WEDNESDAY – JANUARY 24, 2018

I. Call to order, Statement of Antitrust – President Megan Kitchner

President Megan Kitchner convened the meeting at 10:00AM.

II. Roll Call

III. President' Report-Election of 2018 Board of Directors Executive Committee

The 2018 Executive Committee is as follows: Jason Lambert-President and Brett Claflin-Vice President. The position of Secretary/Treasurer will be revisited at the April meeting.

The members of the Board are the producers plus one non-voting associate member.

Rob Wilson will ask each producer for their Board member.

IV. Secretary/Treasurer Report – Brett Claflin

A. Approve Minutes from October 10, 2017

Action: Brett Claflin made a motion to accept the October 10, 2017 minutes, seconded by Bill Bard. Accepted.

B. Review Financial Statement(s)
October November December 2017

Rob Wilson emailed the October, November, and December 2017 financial statements to Megan Kitchner and Brett Claflin prior to the meeting.

Action: Brett Claflin made a motion to accept the October, November, and December 2017 financial statements, seconded by Megan Kitchner. Accepted.

C. Combine the SunTrust Bank Accounts

Rob Wilson suggested the Association combine the two bank accounts.

Action: Jason Lambert made a motion to combine the bank accounts, seconded by Megan Kitchner. Accepted.

V. PCSA Administrative Topics – Rob Wilson, Executive Director

A. PCSA 2018 Budget

Rob Wilson presented the Board with a proposed budget for 2018. He reported the dues of the members do not cover the management fee.

B. Membership Dues Increase

Rob Wilson suggested PCSA increase their dues to cover the management fee. Jeff Wenglarski suggested a 10% dues increase and adjust the producers to the appropriate level. Megan Kitchner asked each producer to recruit one associate member to join.

Mike Kovalick suggested a letter be drafted to vendors highlighting the benefits of being a member of PCSA.

C. Website Upgrade

Rob Wilson stated he would work with EMCC on redesigning the PCSA website. Jeff Wenglarski suggested adding member testimonials on the website.

The website will continue to be updated with member information.

D. PCSA Letter Regarding UEP Projects and Type Five Cement Requirements

Rob Wilson suggested district visits with elected officials to discuss their issues.

E. PCSA FDOT Joint Meeting Topics-April 11, 2018 at SMO

Jason Lambert would like to ask FLDOT to put in writing what they agree to at their joint meetings.

Any suggested topics can be emailed to Rob Wilson.

VI. New Business

A. Job Contract Documents

Megan Kitchner stated the DOT inspectors, when at their facilities, need to be able to provide information where to find any documentation if there is a problem.

B. DOT Flow Chart

Megan Kitchner will provide the DOT Flow Chart.

C. Protocols for Customer Damage to Product Onsite

Megan Kitchner reported that there is an increase in contractor abuse and suggested posting contractor education pieces, especially handling care, on the PCSA website. Jason Lambert asked the members to send their safe handling pictures and/or information for the website to Rob Wilson.

VII. Old Business

A. PCSA Letter Opposing Use of Coal Tar Epoxy on Precast Structures

Jason Lambert asked the letter be resent to the Producer members and posted on the website. He also suggested the letter be sent to the counties and meeting be set up to discuss.

B. Legacy Drawings Update

Jason Lambert asked the members to send in their drawings with the new index numbers to Rob Wilson, who will forward them to Carl Spiro.

C. PCSA Letter Regarding AASHTO M-306

The letter will be presented at the next meeting with FLDOT.

VIII. Next Meeting - April 11, 2018 at SMO

IX. Adjourn