



CALL TO ORDER

The meeting was called to order by SAAC Chair Noble at 3:15pm.

PRESENT | *SAAC Chair:* Anne Noble; *SAAC Vice Chair:* Carrie L. Matlock; *2015-2018 SAAC Member:* Kenneth M. Florey; *2016-2019 SAAC Members:* Jennifer Sulentic, Terence M. Fielden; *2017-2020 SAAC Members:* Nicholas Saccaro, Lisa Yefsky; *Immediate Past President:* Jennifer J. Hermes; *Executive Director/CEO:* Michael A. Jacoby; *Deputy Executive Director/COO:* Susan P. Bertrand; *Admin. Dir. for Human Resources:* Julie A. Warner

GUEST | *President Elect:* Cathy L. Johnson

ABSENT | *Immediate Past SAAC Chair:* Stephen Chassee

ACTION ITEMS

APPROVAL OF MINUTES | A motion was made by SAAC Vice Chair Matlock and seconded by SAAC Member Fielden to approve the June 6, 2017 minutes as presented.
all ayes / no nays / motion carried

REPORTS, INFORMATION & DISCUSSION ITEMS

2018 ANNUAL CONFERENCE | *Conference Golf Outing Update & Shuttle Pricing:* The golf outing will be held at Elgin Country Club with an 11:30am Shot Gun Start and will accommodate 144 golfers, with an overflow golf course should we have over 144 golfers. Each participant will receive 2 drink tickets that can be used for beer, wine, soda, or a sports drink. There will not be a putting contest or raffle, but “Dr. Jacoby’s Magic” will be available for purchase. A waiting list will be started once the Elgin Country Club is full, and an additional course will be obtained if necessary. The SAAC asked that additional shuttle information and options will be brought back to the next SAAC Meeting for discussion. *Legacy Project – Marklund:* This will be different than Clearbrook. They should have a project listing to us by the end of October. *Conference Welcome – Wed., May 2, 5:30pm – 8:00pm:* This event will be held at Sam & Harry’s in the Renaissance Schaumburg Convention Center Hotel from 5:30pm – 8:30pm. Food and beverage options will be brought back to the next SAAC Meeting for review and discussion. *Thursday Night Hospitality: Game Night* – This event will be held in the Utopia Ballroom in the Renaissance Schaumburg Convention Center Hotel from 8:30pm – 11:00pm. Staff is working on contests for some of the games—participate and receive tickets for a tea cup raffle.

Exhibit Hall Rules of Engagement: It was suggested to include 1) what the consequences are if rules are not followed; 2) any fines incurred will be charged to the exhibitor; 3) in the “Important Rules” section, item 1.e., reword to define what exhibitors can and cannot bring in.

Other: Additional Badges: Revisit pricing model; better inform exhibitors what the exhibitor registration fee covers, i.e. lunches, carpet, etc.; reduce the registration fee by charging a base fee that includes “x” number of exhibitors per booth and then offer a la carte upgrade options, i.e. carpet, mats, etc.

SAAC NOMINATING COMMITTEE RECOMMENDATIONS | The following members were recommended by the SAAC to serve on the SAAC Nominating Committee. Their availability will be surveyed and SAAC Chair Noble will make appointments and report to the SAAC at the next meeting.

Erin P. Bartholomy, Chapman and Cutler LLP; Aimee L. Briles, Wintrust Financial; Jim Grammas, BMO Harris Bank N.A.; Keith R. Hammelman, Cannon Design; Christopher J. Johnson, Tandus Centiva; Christopher W.

Lutz, The Larson Equipment & Furniture Co.; *Timothy J. McGrath*, Wold Architects & Engineers; *Collin Noe*, Schneider Electric; *James A. Petrakos*, TRIA Architecture, Inc.; *Sheetal Rai*, Fifth Third Securities; *Michael J. Stanch*, Rexel Energy Solutions; *Paul D. Timm*, RETA Security, Inc.; *Susan Witherspoon*, Office Depot

GAINS PROGRAM UPDATE | The SAAC reviewed the current GAINS points listing.

NEW SERVICE ASSOCIATE MEMBERS | The following membership applicants will be brought to the next Illinois ASBO Board Meeting for approval:

- Proforma Awards Print & Promotions, Montgomery, IL – Greg Siebert
- GSF USA, Des Plaines, IL – Kurt Kuempel
- Kluber Architects & Engineers, Batavia, IL – Joel Murphy
- Client First Consulting Group, Schaumburg, IL – Craig Williams
- Z3 Solutions, Des Plaines, IL – Alexandros Georgiou

UPCOMING MEETINGS & EVENTS | Information on upcoming meetings and events was shared.

Locations were selected for the following SAAC Meetings:

- November 15, 2017 (W) | SAAC Meeting, 1:00pm - 3:30pm; Location TBA, Chicago (*Sulentic*)
- February 6, 2018 (Tu) | SAAC Meeting, 1:00pm - 3:30pm, Arthur J. Gallagher & Co., Itasca (*Yefsky*)
- April 3, 2018 (Tu) | SAAC Meeting; 1:00pm - 3:30pm, DLA Architects, Ltd., Itasca (*Matlock*)

SAAC Vice Chair *Matlock* will plan a SAAC gathering at the ASBO Annual Meeting in Denver.

OTHER ITEMS | *Apparel Orders*: Apparel orders for the ASBO Annual Meeting were discussed. *ESCO*: The resolution to seek changes in the law to make those companies competitively bid vs. selection was discussed, in addition to the RFP template that will be shared with NAESCO, and training. *NextGen Recap*: 1) Positive feedback was received for event overall and various levels of breakout sessions; 2) Expand partner interface time, 3) Cocktail hour was not successful—maybe hold it the night before which would allow for more networking; 4) survey attendees for best time to hold event; 5) exhibitors should receive attendee listing; 6) increase attendees.

MEMBER COMMUNICATION ITEMS

1. NextGen SBO Summit Recap – Positive feedback on the event, including the variety of beginner, intermediate and advanced sessions. Feedback was reviewed and suggestions will be taken into consideration for the next event.
2. Promote the Presidents' Cup Golf Tournament and Gala
3. 2018 Annual Conference – 2 day format, Conference Welcome sponsored by the SAAC at the hotel for all conference attendees.

PLUS/DELTA (+/Δ) MEETING EVALUATION

WHAT WENT WELL TODAY? | Location

WHAT COULD WE DO TO IMPROVE THE NEXT MEETING | Fewer side conversations.

ADJOURNMENT

A motion was made by SAAC Member *Sulentic* and seconded by SAAC Member *Fielden* to adjourn the meeting at 5:09pm.

all ayes / no nays / motion carried