



SUMMARY

NEWSLETTER OF THE SANTA CLARA VALLEY
CHAPTER OF THE CONSTRUCTION
SPECIFICATIONS INSTITUTE

SERVING THE VALLEY OF SANTA CLARA SINCE 1960

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January 2003 Newsletter

INSULATED CONCRETE FORM CONSTRUCTION, THE FUTURE OF BUILDING

The Santa Clara Valley Chapter of The Construction Specifications Institute (CSI) would like to extend an invitation to you to join them on Thursday, January 9th, 2003. Come and start the new year with dinner and a program about insulated concrete form construction.

Insulated Concrete Forms (ICF s) are a simple, beautiful construction method that utilizes cast in place structural concrete formed with a system that stays in place after the concrete pour, providing incredible insulation (R40 plus), vapor, air and moisture barrier, and furring attachment for interior/exterior finishing all in one. It also has superior energy efficiency, structural integrity, sound transmission class rating, and mold/insect resistance along with enhanced speed of construction. It was the winner of the 2001 NAHB Green Building Product of the Year Award. Think Lego Blocks for big kids. Snap em together, fill em with concrete and away you go.

AIA/CES Learning Units: This program meets AIA/CES criteria. Participants will receive 1 hour of LUS (learning units) which also applies to 1 H1SW (Health, Safety Welfare) hour.

When:	THURSDAY, JANUARY 9, 2003		
Location:	Ramada Inn Silicon Valley, 1217 Wildwood Avenue, Sunnyvale (Lawrence Expressway and 101)		
Meal:	Spinach salad, prime rib, holiday yule log dessert, coffee. (Vegetarian meal available upon request when you RSVP.)		
Times:	Social hour:	6:30PM	
	Dinner:	7:00PM	Dinner Cost: \$20 per person
	Program:	8:00PM	

RSVP: Please call Harry Hedges (408) 378-2762 and leave a message or email hharki@aol.com
RESERVATIONS ARE REQUIRED ***** Call prior to Noon on Tuesday, January 7, 2003 *****

Board Minutes

Minutes of the Board Meeting

Santa Clara Valley Chapter CSI

(Draft — Board Approval Pending)

Place: Ramada Inn, Sunnyvale

Date: December 5, 2002

Time: 5:00 p.m.

Present: Ron Adams, Rick Aquino,
Jim Balboni, Marvin Bamburg,
Carl Bredl, Julie Brown,
Harry Hedges, Dede Impink,
Gil Johnston, Matt Sparkman

1. Chapter President Jim Balboni called the meeting to order.

2. The minutes of the previous meeting were reviewed by those present. Rick Aquino moved that the minutes be accepted as written; the motion was seconded and carried.

3. Treasurer s Report: Chapter Treasurer Ron Adams distributed copies of the financial report for the period ending November 30, 2002. Ron advised the Board that a monthly budget report segment had been added as requested. Cash flow for the period was negative but the Chapter remained solvent. Ron noted that the raffle income offset the dinner expense deficient and expressed gratitude to Bob Cary for the donation of the wine raffled off. Marvin Bamburg moved that the report be accepted as presented; the motion was seconded and carried.

4. President s Report: Chapter President Jim Balboni distributed literature received from the Institute promoting the CSI Show to be held in Chicago in April. Since a substantial portion of the Institute s income is derived from the exhibit, Jim requested Board members encourage members to attend the Show. Failure of the revised exhibit format will have dire financial consequences for the Institute and will,

therefore, adversely affect the individual chapters.

5. Unfinished Business: Newsletter Ad

Billing: Previous mechanisms of billing for the newsletter ads were discussed. Jim Balboni suggested a Chapter Director take on the task of billing for the ads. Matt Sparkman agreed to e-mail industry members regarding placing ads in the newsletter and do follow-up phone calls if the billing was handled by the Chapter Treasurer or a Chapter Director. Jim Balboni noted that, at the current billing rate, approximately 16 paying ads were necessary to meet budgeted income. Gil Johnston suggested that the number of ads should be limited to 12. Jim Balboni had no objection to reducing the number of ads so long as the rate was increased to meet the budgeted income.

Roster: Board members were advised of Webmaster Bob Anderson comments on the minutes and his concerns regarding the date of the January meeting. The January meeting was postponed to January 9, 2003 by an earlier Board action. Julie Brown suggested the revised date be flagged in the newsletter; Harry Hedges will highlight change of date in the meeting notice e-mailed to members.

6. Committee Reports: Task Team — Income

Stream: Jim Balboni advised the Board that he will confirm that Joe Parsons has joined the Chapter. Jim also reported that Fritz Swenson and he met with Joe Parsons last month. Fritz and Joe will be seeking a professional member to serve on the task team. Jim also advised the Board that a April or May date was more realistic than the March or April schedule previously reported.

Task Team — Leadership Training: Jim Balboni requested the Board identify candidates to attend the CSI University in June since the Chapter did not have the manpower to provide leadership training locally. The Board suggested Carl Bredl, Fritz Swenson and Krista Nelson as

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potential attendees. Jim Balboni requested Julie Brown verify cost to Chapter.

Editor/Publications: Matt Sparkman reported that Audrey was doing an excellent job with the material the Chapter provided her but more timely submittals were required. Jim Balboni verified that Matt was not receiving articles from the Institute or copies of other newsletters from chapters within the region. Jim suggested Matt contact Institute Director John McCaffrey and the West Region Newsletter Chair regarding copies of newsletters and ideas for articles. Jim also requested Dede Impink forward the list of Chapter committee chairs to the Institute to ensure Matt receives the appropriate material from the Institute. Julie Brown advised that changes to the Institute listings were best accomplished by communication between the Chapter President and Institute Chapter Relations.

Operating/House: Jim Balboni reported that Mike O Donnell arranged tonight's dinner; Jim also added that the Chapter enjoyed the best food of any CSI chapter meetings he had recently attended.

Membership: Carl Bredl advised the Board that he would be contacting and surveying members regarding meeting attendance. Julie Brown suggested Carl promote member badges while contacting members; Fritz Swenson will be contacting members for badge text and will be ordering badge boxes. Jim Balboni noted that the local IFMA Chapter could prove a source for potential members.

7. Open Discussion: Jim Balboni suggested Board members try to attend the West Region Conference in Hawaii next fall.

8. The meeting was adjourned by Chapter President Jim Balboni.

GUI BYTES

SpecProcessor! part 5 - font basics

There are two basic families of fonts: serif and sans serif. Serif fonts have little "tails" at the ends of the lines that make up a letter; sans serifs do not (Times Roman is a serif font; Helvetica is a sans serif font). Serifs allow the reader to more quickly recognize letters, but they can reduce readability in fonts smaller than 10 points.

Because people in the United States are most comfortable with serif fonts — which you will find in most newspapers, magazines, and books — a serif font is preferred for printed documents. But for other documents, there is more to consider:

- Documents that are to be shared electronically should use fonts that are readily available in the public domain. Otherwise, the font you use may become something completely different when your document is opened by someone else. The most common of these are Times New Roman, Arial, Verdana, and Trebuchet, which have been distributed with Microsoft products.

- Fonts with small "holes" in the letters e and o may become illegible after copying or faxing.

- Documents prepared for use on a web site may be easier to read if they use a sans serif font. Computer monitor resolution might be low enough that the serifs are not properly rendered, making sans serif fonts preferable.

Font preference is not permanent, but changes over time. Times Roman and similar fonts have shown remarkable stability, which is probably enhanced by their dominance in the printed media. For an interesting look at what the future may hold, read "A Preliminary Study of Children's Reading Preference for Different Online Fonts," at <http://psychology.wichita.edu/hci/projects/UPAfontchildrenpaper.pdf>.

Want to know more? For more information, read "PAGEFORMAT — Review Comments and Suggested Revisions" at www.northstarcsi.com/PageFormat.pdf.

' 2002 Sheldon Wolfe, RA, CSI, CCS, CCCA, swolfe@bwbr.com on the web at www.CSI-MSP.org

2002-2003 BOARD OF DIRECTORS

President, Jim Balboni	408-654-2206	jimbalboni@msn.com
President-Elect, Fritz Swenson	408-434-1686	swenco@pacbell.net
Treasurer, Ron Adams (1 year to go)	408-435-1313	ronadams@hillbrothers.com
Secretary, Dede Impink (1 year to go)	408-817-3214	dimpink@tsgarch.com

DIRECTORS

Industry:

Matt Sparkman (1 year to go)	831-633-2647	msparkman@laticrete.com
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Professional:

Rick Aquino (1 year to go)	408-730-9500	raquino@earthlink.net
Marvin Bamburg (2 year term)	408-297-0288	marvin@mba—architects.net

REGION DIRECTOR

Gilbert Johnson (2 years to go)	925-449-1908	gnpagil@attbi.com
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TASK TEAM CHAIRS

Income Stream Task Team:

Joe Parsons

Leadership/Training Task Team:

COMMITTEE CHAIRS

AIA Liaison, Krista Nelson	408-298-1885	krista@aba-arch.com
Programs, Mike O Donnell	408-988-4965	Bossbid@aol.com
Membership, Carl Bredl	415-601-8728	floornet@prodigy.net
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Web Master, Robert Anderson	808-823-9353	RBAnderson@att.net
Historian, Julie Brown	408-778-0633	julie@jkbpecs.com
Education, Certification		

INSTITUTE DIRECTORS


Valarie Harris, CSI, CCPR	714-993-2532
John McCaffrey, CSI	415-695-9280



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PLANNING CALENDAR 2002-2003

- February – New VOC Regulations & How They Affect Your Specifications
- March – Copper Association, Steve Solitsky from Southern California

Visit our website at www.csiscv.org

or

The West Region's website at www.westregioncsi.org