AGREEMENT TO LAUNCH A SOUTHEAST MICHIGAN CHAPTER
Following a review of CCAI’s mission & purpose and a discussion of the basics of a CCAI chapter, it was agreed to move forward and begin the development of a Southeast Michigan Chapter of the Chemical Coaters Association.

It was agreed to attempt to hold meetings quarterly beginning in October of 2013, hoping to hold four meetings in the first year between October 2013 and October 2014. The group agreed that they would begin online discussion through email to determine future meeting topics.

Leslie Muck in the CCAI Office will be setting up a place on CCAI’s new website where the Chapter Development team can also discuss program planning. Details on how this will work will be forthcoming when Leslie has the information set on the website.
CHAPTER OFFICERS & BOARD
The chapter will need four officers to serve in the roles of President, Vice-President, Secretary and Treasurer. These roles are defined in the CCAI Chapter Operations Manual (attached).

John Cole has volunteered to serve as Chapter Treasurer. Volunteers are needed to serve as President, Vice-President and Secretary and on the board at large.

Dan Sheeran of American Finishing Resources has volunteered to serve on the board.

CHAPTER PROGRAMMING
A variety of programming ideas were discussed. It was agreed that a plant tour and a golf outing should be included for the next year. Crown Group and Android were mentioned as potential tour locations. Anne Goyer offered to create a short survey to be sent to others in the Southeast Michigan area and ask where their educational interests lie so the group could select programming based upon the responses.

Bob Warren of the West Michigan Chapter noted that it’s always valuable to offer programs on the basics. There are always folks new to the industry that need the information.

CHAPTER MENTORING
Bringing in younger talent into the industry was also discussed. The potential to work with educational institutions such as Eastern Michigan who has a chemistry and paint program was mentioned. Anne Goyer noted that CCAI has a National Scholarship Program and we’d be interested in adding Eastern Michigan if appropriate.

CHAPTER FUNDING
The CCAI National Office provides a $1,000 to a developing chapter to open a bank account and begin their programming. Once there is enough commitment to form a board, a bank account will be opened. There needs
to be two signers from the board (President and Treasurer) as well as the National Association Executive Director. Plans are to open a bank account with Fifth-Third.

**NEXT STEPS**

- Need volunteers to serve as President, Vice-President & Secretary
- Need volunteers to serve on the board at large
- Need to determine typical day of the month the chapter wishes to hold its meetings (this can always be adjusted if something comes up that you need to hold on a different day).
- Need commitments from a plant tour facility
- Need to develop programming for at least two education programs beyond plan tours.