

MEETING NEWS

General Membership Meeting

General Contractor and Sub-Contractor Insurance Ademino & Associates, Inc. – Patrick Heuring

Wednesday October 19, 2011

Gathering: 6:00 pm – Dinner and Networking: 6:30 pm – Program 7:00 pm

Liberty Hall Banquet & Conference Center

800 Eisenhower Drive
Kimberly, WI 54136

Business insurance is a complicated area. Are you and your business partners covered? Join your fellow NARI members and guests as we welcome NARI Member Patrick Heuring with Ademino & Associates, Inc. to discuss the relationship between General Contractors and Sub-contractors and the various implications of this relationship as it relates to insurance. The presentation includes the requirements that are set forth in state statues regarding what constitutes a Contractor-Independent Contractor relationship vs. an employee-employer relationship. Patrick will then recommended a program for the implementation of insurance requirements for Sub-contractors, and offer a method for procurement of Certificates of Insurance.

Ademino & Associates Inc. is a full service Independent Insurance Agency. Founded in Kimberly in 1928, the agency is locally owned and currently has 27 associates. They specialize in providing Business Insurance for firms of all sizes and they currently insure more than 50 Contracting/Construction Businesses. They represent several top rated insurance companies and also offer coverage for Automobile, Homeowners and other Personal Insurance needs.



Advanced reservations are required for this dinner meeting. Please RSVP online at www.remodelfoxvalley.com your attendance and that of any other business partners or guests no later than the end of business on Monday October 17. Payment can also be paid upon registration at the meeting. Checks can be made out to Fox Valley NARI. Diane Welhouse can be reached at 920-585-4794 or email info@remodelfoxvalley.com. Meetings are included for one person per business membership. For all other attendees, meetings are \$20.00 per person.

MISSION

Promote professionalism, education and ethics within the remodeling industry throughout the Fox Cities

VISION

Committed to providing innovative vision and exemplary leadership in support of industry excellence

FOX VALLEY NARI CHAPTER

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NARI NATIONAL

The voice of the remodeling industry

Recent News: Read about these articles and more at www.nari.org/media/releases

- ♦ Green recognition program reinforces area of expertise, 10/10/2011
- ♦ NARI applauds Obama's focus on jobs 9/9/2011
- ♦ Remodeling Association Adds Two New Chapters, 8/18/2011

NARI Green: www.greenremodeling.org

The purpose of Greenremodeling.org is to establish a body of knowledge for Remodeling Professionals and for Green-minded Homeowners; and to support professional growth in the field of green remodeling and encourage the homeowner to become educated about green homes. The goal is to become the web's most knowledgeable green remodeling information source.

NARI's core purpose is to advance and promote the remodeling industry's professionalism, product and vital public purpose. To learn more and what your membership can do for you visit: www.remodeltoday.com



NARI CotY 2012 Awards

The Contractor of the Year (CotY) awards are given each year by NARI Headquarters to members who have demonstrated outstanding work through their remodeling projects. NARI Contractor Members are invited to compete for the prestigious awards in recognition of their achievements for remodeling projects finished between July 1, 2010 and Nov. 30, 2011. Go to www.nari.org/awards for complete information and rules and to obtain your CotY Entry Request Form which must be submitted by noon CT on Nov. 30, 2011. Entries are due by 5:00 pm CT on Dec.1, 2011.

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PRESIDENT'S INSIGHT

Craig Le Beau

Fellow Members,

Some in the construction/remodeling industry have not embraced the sustainable construction/green building market. Reality is it is here to stay, should have been here a long time ago and is impacting every trade from construction, plumbing, electrical, etc. Sustainable/green building has grown from a tiny fraction of the building industry to nearly 25% of all residential construction in 2010. In other words, the building industry has shrunk since 2001, but green building has continued to grow, gaining market share. Look for sustainable building to make up more than 25% of the total residential construction market in 2011/2012 and up to potentially 50% by 2015! What does this mean for NARI members? Being a contractor, this growth means that you will have to devote more marketing, operational and maybe even technical resources to keep up with the trend. You will need to make sure your employees are NARI Green Certified Professionals; your sub-contractors are green educated or certified in their trades and together working even harder to stay abreast of the direction the industry is going. This is only one of the many reasons to maintain your NARI membership and attend the General Membership Meetings.

Each month Fox Valley NARI offers educational seminars . some earning you continuing educations credits . and valuable networking to continue advancing and improving your knowledge, skills and your business. If you have a topic you would like to see covered or your business would like to present an applicable topic to the membership please let any member of the Board of Directors know. We are filling up programs now for 2012.

Speaking of 2012, at the December general membership meeting we will be electing our new Board of Directors. The sustainability and advancement of this chapter relies on the membership. We need your time and talents to lead, organize and drive this chapter to the next level. In this newsletter is information about the various positions of the Board of Directors. Please review them and seriously consider nominating yourself or another member to hold these positions. Talk with current Board members about the role and responsibilities. Each of us gets out of the Fox Valley NARI membership what we put into it. The more active you are with your membership the better. Not only does time on the Board help our chapter, it also provides you great leadership training and/or sharpening of your current skills. I hope to see your name on the ballot in December.

At the last Board of Directors meeting we invited Fox Cities Magazine to finalize the 2012 Level Best Awards program. Each year we review the program take the feedback from Fox Cities Magazine, the judges and participants and try to improve the program. Last year we mirrored the program to match that of NARI National CoTY Awards. Although we made great improvements it was determined we had too many categories and some inapplicable dollar values to our market. Those are being adjusted and overall categories reduced. Also new this year, Fox Cities Magazine will determine the annual %Level Best - Best of Show+and minimum runner up of all the category winners. The goal is bring an added level of competition. All other rules shall remain the same. Entry packets will be available this month.

Finally, Fox Valley NARI is looking for someone to take over the Office Manager work currently being done mostly by volunteer and some contracted paid assistance. At this time we see this position as a part time paid opportunity for someone to work out of their home. The position has opportunities to become full time or offer another part time opportunity. Responsibilities include operational activates of processing AR, AP, membership applications, filing, coordinating/writing the newsletter, organizing the general membership meetings, updating the website and interacting with members and consumer needs. We are soliciting candidates and resumes. For more information about the position contact Diane Welhouse at 920-585-4794.

I look forward to seeing all of you at the October 19th General Membership Meeting.

Craig Le Beau
President

Fox Valley NARI Chapter 2012 Board of Directors Elections in December

Make the most of your NARI membership by being involved. Chapter Board elections are fast approaching and will be held at the December 21st General Membership Meeting at Liberty Hall. We are looking for members to run for President, Vice President, Treasurer, Secretary and Directors. All positions are available and open! Together these leaders manage the affairs of the Chapter under the Chapter policy and bylaws. They determine policy and procedure, publications, programs, and more. Here is a summary of each positions individual responsibility:

President . presides at all meetings of the membership and board; official spokesperson of the Chapter; creates board meeting agenda; writes monthly Presidents Insight for newsletter, informs membership of any pertinent information; addresses any membership concerns; oversees strategic planning and direction; delegates other roles and responsibilities to members and/or members of the board; other responsibilities as needed.

Vice President . performs all duties in the absence of the President; oversees membership recruitment and retention efforts; leads golf outing committee; other responsibilities as assigned.

Treasurer . has charge and custody of the funds and securities of the chapter; accounts receivable, accounts payable; annual filing of state and federal tax as applicable; prepares annual budget; reports on financials; manages membership renewals and membership database; must have full working knowledge of QuickBooks; other responsibilities as assigned.

Secretary . keeps, archives and presents electronic minutes at board meetings; other responsibilities as assigned.

Director . assists in leading, advising and supporting the Officers and Chapter as a whole; lead and/or monitor assigned committees; change agent and proactive member of the Chapter; other responsibilities as assigned.

As a board member we also ask your participation on at least one committee and to support the General Membership Meetings. Board members need to devote time to learn about NARI and the Fox Valley Chapter to share our mission and values to the community acting as a spokesperson and membership recruiter. The Fox Valley NARI Chapter currently has no paid staff and is fully volunteer run.

The Fox Valley NARI Chapter needs your knowledge and skills to drive our chapter forward! As a growing organization we need strong leadership and board members willing to roll up their sleeves and help continue our development and execute our mission. The Board meets monthly at 5:30 pm on a day based on new board members schedules.

If you have any questions about the Board of Directors regarding time commitment, responsibilities or anything else, please either seek out a current board member at the next General Membership Meeting or feel free to contact any one via the contact information listed in the newsletter on page 2. Please seriously consider nominating someone or volunteering yourself! Our Chapter success and future depends on you! To nominate someone or get your name on the December ballot please call or email President, Craig Le Beau. All nominations and self-nominations must be submitted no later than end of business on Monday December 19.

If you are unable to run for Office or the Board, there are plenty other ways you can offer your services to help the Fox Valley NARI! Please ask any board member how!

Jack Welch's 8 Keys on How to Be a Good Leader

1. Leaders relentlessly upgrade their team, using every encounter as an opportunity to evaluate, coach and build self-confidence.
2. Leaders make sure people not only see the vision, they live and breathe it.
3. Leaders get into everyone's skin, exuding positive energy and optimism.
4. Leaders establish trust with candor, transparency and credit.
5. Leaders have the courage to make unpopular decisions and gut calls.
6. Leaders probe and push with curiosity that borders on skepticism, making sure their questions are answered with action.
7. Leaders inspire risk taking and learning by setting the example.
8. Leaders celebrate.

Fox Valley NARI Seeks Part Time Office Help

Fox Valley NARI is seeking an Office Administrator to be responsible for managing the day-to-day tactical activities and implementation of all new aspects of the Fox Valley NARI Chapter. This individual will perform all accounting/financial duties, create event/promotional flyers, manage the membership roster, update the website, oversee and perform all office related duties, improving processes and providing outrageous customer service. The successful candidate will be customer-service oriented, technically savvy, and capable of reporting data and information to the membership on a consistent basis. He or she will also communicate a continuous improvement and growth mindset to the membership. Position hours are very flexible, part-time and can work from home. This position has the opportunity to expand into full time with Chapter growth. Positions can be split amount multiple part-time positions based on interest and skills.

Major Duties & Responsibilities

1. Provide weekly administration of the Chapter including, but not limited to, obtaining mail from post office and processing accordingly; communicating with members and consumers through telephone, written communication, mailings and email.
2. Manage all financial matters of the Chapter in QuickBooks including AR, AP, P&L, Balance Sheet, annual budgeting and forecasting, bank and saving accounts, annual filing of state and federal tax as applicable.
3. Manage membership database and processing.
4. Assist in the development, coordination and execution of Chapter events like the monthly Board of Directors meeting and General Membership Meetings; and annual clay shoot, golf outing, Level Best Awards, booth displays and other events.
5. Assist in the development, coordination and execution of Chapter monthly Newsletter. Includes obtaining articles and advertisements, writing articles, editing and publishing.
6. Assist in the development, coordination and execution of Chapter marketing, advertising and other PR functions. Includes creation of materials and website maintenance and development.
7. Manage relationships and communication with members and consumers ensuring understanding and execution of their needs. Effectively handle all customer service issues.
8. Assist in development of all new strategic marketing and education programs to raise awareness, maintain and grow Chapter.
9. Support, drive and contribute to further refine NARI's and the Chapter's vision and mission.
10. Liaison to NARI National office.

Required Knowledge, Skills & Abilities

- High school diploma or general education degree (GED). Bachelor's degree strongly preferred; remodeling/construction industry experience a plus
- Strong computer literacy, including proficiency in QuickBooks and Microsoft Office Suite
- Strong listening and oral communication skills to address common inquirers and concerns from membership, general public and suppliers
- Ability to produce clear and concise information, ideas and overall effective communication
- Strong customer orientation, relationship-building skills, and the ability to interface effectively with members, consumers and suppliers
- Exceptional organizational skills, with the ability to shift priorities and deal with changing demands in an effective manner
- Inquisitive, detail-oriented with strong analytical skills
- Innovative, effective problem-solving and process improvement skills

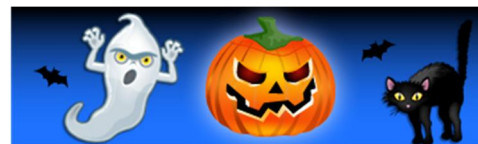
To apply for this position, please send resume and cover letter via email to info@remodelfoxvalley.com or by mail to Fox Valley NARI, PO Box 1152, Appleton, WI 54912. If you would like additional information or discuss the position please call Diane Welhouse at 920-585-4794.

Fox Valley NARI is an equal opportunity and affirmative action employer committed to a diverse workforce.

NEW MEMBER SPOTLIGHT

Special thank you to the following members who have renewed their membership!

- ◆ Baeten Building & Remodeling, LLC
- ◆ Creative Openings, Inc.
- ◆ Midwest Restoration, LLC



CALENDAR OF EVENTS



October 19	General Membership Meeting, Liberty Hall Ademino & Associates, Inc. . Business Insurance	6:00 pm
October 20	2 nd Milwaukee NARI Annual Remodeler & Supplier Expo Marcus Majestic Cinemas, Brookfield, WI	
October 31	Halloween . BOO!	
November 2	Fox Valley NARI Board of Directors Meeting, Plum Hill Café	5:30 pm
November 6	Daylight Savings Time . Move clocks back one hour	
November 9	General Membership Meeting, Liberty Hall Pella Windows and Doors	6:00 pm
November 24	Thanksgiving	
November 30	CoTY Entry Form Requests Due	Noon CT
December 1	CoTY entries are due	5:00 pm CT
December 7	Fox Valley NARI Board of Directors Meeting, Plum Hill Café	5:30 pm
December 21	General Membership Meeting, Liberty Hall Board of Directors Election and Holiday Party	6:00 pm
December 24	Christmas Eve	
December 25	Christmas Day	
December 31	New Year's Eve	

The November General Membership Meeting is moved to the second Wednesday of the month to accommodate for deer hunting and Thanksgiving activities.

Unless otherwise noted, General Membership Meetings are held the third Wednesday of the month at Liberty Hall & Conference Center. Networking begins at 6:00 pm with dinner and program following.

LEARNING AND DEVELOPMENT

NARI Certification Programs

If you are a full-time, professional remodeling contractor with five years of experience you are eligible for NARI certification. A homeowner who hires a home improvement contractor with a NARI certification is hiring an individual who has made a strong commitment to not only his or her own professionalism, but that of the remodeling industry and to his or her business. For the homeowner, it's comforting to know that their remodeling contractor has a long-term commitment to his or her profession and the home improvement industry. For the remodeler, certification sets them apart in the market and offers a unique selling proposition. Certification is a challenging process requiring extensive knowledge of the remodeling industry and a commitment to professional conduct. Are you ready for the challenge? Here's how:

To start go to www.nari.org, Education, Certification Programs, Step-by-Step section. There you can review the nine different certification options and determine which is right for you. Download and submit the application. After acceptable review by the NARI Certification Board of your hands-on experience, industry training, involvement in continuing education, technical skills, practices in business management, as well as association and community service, you will receive your certification materials. At this point you committed to intensive study on a broad range of critical home improvement industry issues. Most certification candidates participate in a formal study group and spend eight to twelve weeks studying in preparation for a one day written exam. The exam is a comprehensive written examination covering critical subject areas such as sound business management practices, knowledge of building codes and construction law, plans and specification, proper and safe use of tools and equipment, safety, standards of practice, math, and several special skill areas. Once awarded your certification, NARI certified remodeling professionals must meet annual recertification requirements involving continuing education and participation in industry related programs.



Go Green with NARI

Green remodeling is one of the hottest (and hotly debated) topics in the industry. NARI has rolled out a green remodeling education program. NARI's green remodeling program is multi-faceted, focusing on energy efficiency and conservation, indoor air quality, efficient use of resources, recycling of demolition material and renewable hour class weekly. Each class will address specific topics such as building science application, green remodeling guidelines, solar applications, appliance selection and marketing a green business. This class can be the first step in moving your company into the business of green remodeling. The course is designed to provide you with a solid foundation in Green Remodeling and allow you to start practicing today. The primary texts will be included as part of the course materials along with a CD-ROM that contains links to additional references and resource materials as well as links to green product suppliers. Course size will be limited to 22 people to enable active participation by all attendees. Registration is now open for the **new series beginning Monday, January 9, 2012.**

\$495 - Members
\$695 - Non-Members

Visit www.nair.org/education do down load an application. All applications should be faxed or mailed to the NARI office: NARI, PO Box 4250, Des Plaines, IL 60016, Fax (847) 298-9225.

There are more education opportunities available at the NARI Learning Center www.nari.org/learning or www.nari.org/education. Be sure to visit NARI Radio and the NARI Learning Center for on demand podcasts and webinars plus their new Additional Education Opportunities sighting several organizations and resources!

