

**THE SHEET METAL AND AIR CONDITIONING CONTRACTORS'  
NATIONAL ASSOCIATION, INC.  
(SMACNA)  
BOARD OF DIRECTORS MEETING  
REPORT  
July 14, 2025  
Whistler, BC**

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**I. CALL TO ORDER:**

President Martin called the meeting to order at 8:05 a.m. Pacific Time.

**A. Welcome – President Martin**

President Martin welcomed the Board members to the meeting.

**IN ATTENDANCE:**

**Members of the Executive Committee:**

Tom Martin – President, T. H. Martin, Inc., Cleveland, OH

Todd Hill – President-Elect, Ventcon, LLC, Allen Park, MI

A. Scott Vidimos – Secretary-Treasurer, Vidimos, Inc., East Chicago, IN

Joseph Samia – Vice President, Central Consolidated, Inc., Wichita, KS

Carol Duncan – Immediate Past-President, General Sheet Metal, Clackamas, OR

**Members of the Board of Directors:**

Bernie Antchak, Ventus Sheet Metal, Ltd., Port Coquitlam, BC, Canada

Dominic Bonitatis, Prime Sheet Metal, Inc., Warminster, PA

Todd Byxbe, Miller Engineering Co., Rockford, IL

Matthew Cole, Wings Testng & Balancing Co., Inc., Branford, CT

Matthew D. Cramer, Dee Cramer, Inc., Holly, MI

Peter Dietrich, Rozell, Inc., Cambridge, Ontario, Canada

Mitch Golay, Corn States Metal Fabricators, Inc., West Des Moines, IA

Douglas Gudenburr, Ductmate Industries, Inc., Charleroi, PA

Matt Hildreth, The Waldinger Corporation, Wichita, KS

Paul Irwin, Bell Products, Inc., Napa, CA

Roy Jensen, MechOne, Colorado Springs, CO

Kathleen Kerber, KSM Metal Fabrication, Troy, OH

Paul Klaus, Icon Mechanical, Granite City, IL

Kenneth Kleeberg, Yankee Sheet Metal, East Hartford, CT

Bobby McCally, The Brandt Companies, Carrollton, TX

Gary Myers, Intech Mechanical Company, Inc., Roseville, CA

Joseph Passannante, Cleats Manufacturing Co., Inc., Chicago, IL

Matthew Sano, Fisher Balancing Co., Williamstown, NJ

**Staff:**

Aaron Hilger, Chief Executive Officer

Susannah Forde, Executive Director, Marketing & Communications

Eli P. Howard, III, Executive Director, Technical Services

Linda M. Jennings, CAE, Executive Director, Membership Development & Innovation

Stan Kolbe, Executive Director, Legislative & Political Affairs

Tara Long, CMP, DES, Executive Director, Meetings & Convention

Jason Watson, Executive Director, Labor Relations

Nadine Witchel, Chief Financial Officer

**General Counsel:**

Daniel R. Kelly, Felhaber Larson, Minneapolis, MN

**Guests**

Dr. Anirban Basu, MPP. MA, JD, Ph.D., Sage Policy Group, Baltimore, MD

Jason Hanson, Chair, Council of Chapter Representatives and President, Dakota Metal Fabrication, Manvel, ND

**B. Call for Additional Agenda Items**

President Martin called for additional agenda items. Board members identified no additional agenda items.

**C. Self-Introductions**

All attendees introduced themselves and provided an industry update regarding their locale.

**II. Consent Agenda**

**A. Board of Directors Meeting Report – January 2025**

**B. Executive Committee Meeting Report – July 2025**

**C. SMACNA Organizational Chart**

1. Staff Narrative Duties
2. New Staff Bios

**D. Executive Staff Reports**

1. Membership Development & Innovation – Ms. Jennings
2. Labor Relations – Mr. Watson
3. Technical Services – Mr. Howard
4. Marketing & Communications – Ms. Forde
5. Government Relations – Mr. Kolbe
6. Meetings & Convention – Ms. Long

**A motion was made, seconded and passed to approve the consent agenda.**

**III. Guest Speaker – Anirban Basu, MPP, MA, JD, Ph.D**

**Topic: Monetary Masala**

#### **IV. Operational Agenda**

**A. CEO Update.** Mr. Hilger provided the Board of Directors with an update regarding progress toward goals included in the strategic plan.

**B. Financial Report - Ms. Witchel**

1. **May 2025 Statements/Financial Review.** Ms. Witchel reviewed SMACNA's year-to-date financial statements and investment account performance.

**a. Gutter Testing.** She also described, with the assistance of Executive Director Howard, the request to fund a gutter testing project.

**A motion was made, seconded and passed to approve the addition to the budget for gutter testing.**

**b. Budget Committee Proposal for Additions to Budget/Activities.** Ms. Witchel described a recommendation from the Budget & Finance Committee at the June 1, 2025 meeting relating to mid-year adjustments. More specifically, the Budget & Finance Committee recommended that, if the current year cost of an additional budget item is \$30,000 or less and is approved by the Committee Chair, the Executive Director in charge of the Committee, SMACNA's Secretary/Treasurer, and SMACNA's CEO, SMACNA can proceed to spend the requested funds on that specific project. The Board of Directors will be notified of the project at the next Board meeting following the decision to proceed with the project.

**A motion was made, seconded and passed to approve the recommendation relating to approving additions to the budget.**

**C. Membership Development & Innovation - Ms. Jennings discussed the following topics:**

1. Convention Education Programming
2. Membership Development
3. Chapter Executive Development
4. Education Integration
5. SMACNA AI Project
6. Women in Leadership
7. Market Sector Council Update
8. Contractors Operations
9. International Membership Applications

Ms. Jennings requested that the Board approve the application for the following three affiliate international contractors:

1. Insulation Polyurethane Chemicals (South Africa)
2. Duct Net (Thailand)
3. Al Ajwaa A/C Systems Ind LLC (United Arab Emirates)

**A motion was made, seconded and passed to approve the affiliate international contractor applications listed above.**

**D. Marketing & Communications.** Ms. Forde discussed the following topics:

1. National Careers in Trades Week
2. Website Phase 2
3. Trade Show Collaboration
4. SMART/SMACNA Initiatives

**E. Labor Relations.** Mr. Watson discussed the following topics:

1. SMACNA Update
2. SMART Update
3. 2025 Bargaining
4. Upcoming Programs

**F. Technical Services.** Mr. Howard discussed the following topics:

1. ASME AG-1 Committee (Nuclear)
2. Testing Programs (Ductwork, Architectural)
3. Technical Resource Bulletins (TRB)
4. IAPMO / Code Issues
5. Standards & Manuals
  - a. Translation Project
6. Videos

**G. Government Relations.** Mr. Kolbe discussed the following topics:

1. Legislative Policy Overview and 199<sup>th</sup> Congress
2. Political Fundraising and Prior Approval Plan
3. Tariff Impact and Trade Policy
4. CHO Staff Update

**H. Meetings & Convention.** Ms. Long introduced herself and provided a brief background regarding her work in the hospitality and event-planning industry. She also provided the Board with a Convention update.

**I. ITI/NEMI/SMOHIT Update.** Mr. Cramer provided a thorough update regarding the recent activities of ITI, NEMI, and SMOHIT, including the recent hiring of Michael Harris as Executive Director of the three entities and other personnel updates.

**J. Best Practices Update.** Ms. Kerber provided the Board with an update regarding the activities of the Best Practices Committee.

**K. New Horizons Foundation Update.** Mr. Hilger provided an update regarding the New Horizons Foundation, including upcoming changes in the leadership of the New Horizons Foundation.

**L. Leadership.** President Martin discussed the following topics:

1. Board Liaison Engagement – President Martin discussed improving the Board Liaison program and engagement with Chapters. Board members offered ideas on how to improve Chapter engagement.

2. Officer & Board Chapter Visits

3. Future Board Meeting Locations:

- a. January 31, 2026: Hilton Aruba Caribbean Resort & Casino, Palm Beach, Aruba
- b. July 18, 2026: Fairmont Banff Springs, Banff, Canada
- c. January 16, 2027: J.W. Marriott Saint Maarten Beach Resort & Spa, Dawn Beach, Saint Maarten
- d. July 17, 2027: Waldorf Astoria Monarch Beach Resort & Club, Dana Point, CA

There was discussion at the Executive Committee meeting, as well as this meeting concerning the ASHRAE/AHR Expo overlapping with the January 2026 Board Meeting. SMACNA Staff and Leadership will ensure there is adequate coverage for the booth at the AHR Expo.

4. Director Nominating Committee Report (Meeting Scheduled for July 22)

5. Officer Nominating Committee Report. President-Elect Hill provided the report of the Officer Nominating Committee and listed the slate of Officer recommended by the Committee. Mr. Hill asked for additional nominations. No nominations were offered.

**A motion was made, seconded and passed to approve the following slate of officers to begin serving their respective terms following the annual meeting in October:**

**President – Todd Hill**

**President-Elect – A. Scott Vidimos**

**Secretary-Treasurer – Jospeh Samia**

**Vice President – Gary Myers**

6. Committee Appointment Policy & Procedure. Mr. Hilger and President Martin discussed the Committee Appointment Policy & Procedure.

**M. June Council Meeting Report.** Mr. Hanson gave an update of the June Council of Chapter Representatives Meeting. Mr. Hanson discussed various presentations which occurred at the meeting. The Council of Chapter Representatives had no recommendations for the Board at this time.

- V. A. Open Discussion.** The Board held an open discussion regarding the following:
1. PLA's
  2. Local Labor Management Concerns
  3. Other Topics

**VI. Adjournment to Executive Session**

There being no further business, the meeting moved into Executive Session with the Board only.

**A motion was made, seconded and passed to adjourn the Board Meeting.**

**THE SHEET METAL AND AIR CONDITIONING CONTRACTORS’  
NATIONAL ASSOCIATION, INC.  
(SMACNA)  
BOARD OF DIRECTORS MEETING  
REPORT  
January 20, 2025  
San Juan, Puerto Rico**

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**I. CALL TO ORDER:**

President Martin called the meeting to order at 8:06 a.m., Atlantic time.

**IN ATTENDANCE:**

**Members of the Executive Committee:**

Thomas E. Martin – President, T. H. Martin, Inc., Cleveland, OH  
Todd Hill – President-Elect, Ventcon, Inc., Allen Park, MI  
A. Scott Vidimos – Secretary-Treasurer, Vidimos, Inc., East Chicago, IN  
Joseph Samia – Vice President, Central Consolidated, Inc., Wichita, KS  
Carol Duncan – Immediate Past-President, General Sheet Metal, Clackamas, OR

**Members of the Board of Directors:**

Dominic Bonitatis, Prime Sheet Metal Inc., Warminster, PA  
Todd Byxbe, Miller Engineering Co., Rockford, IL  
Matthew Cole, Wings Testing & Balancing, Branford, CT  
Matthew D. Cramer, Dee Cramer, Inc., Holly, MI  
Mitch Golay, Corn States Metal Fabricators, Inc., West Des Moines, IA  
Douglas Gudenburr, Ductmate Industries, Inc., Charleroi, PA  
Matt Hildreth, The Waldinger Corporation, Wichita, KS  
Paul Irwin, Bell Products, Inc., Napa, CA  
Roy Jensen, MechOne, Colorado Springs, CO  
Kathleen Kerber, KSM Metal Fabrication, Troy, OH  
Paul Klaus, Icon Mechanical & Engineering, LLC, Granite City, IL  
Kenneth Kleeberg, Yankee Sheet Metal, East Hartford, CT  
Bobby McCally, The Brandt Companies, Carrollton, TX  
Gary Myers, Intech Mechanical Company, Inc., Roseville, CA  
Joseph Passannante, Cleats Mfg., Chicago, IL  
Matthew Sano, Fisher Balancing Co., Williamstown, NJ

**Staff:**

Aaron Hilger – Chief Executive Officer  
Susannah Forde – Executive Director, Communications & Marketing  
John Franco – Director of Meetings & Convention  
Eli P. Howard, III – Executive Director, Technical Services  
Linda Jennings, Executive Director, Member Development & Innovation  
Stan Kolbe – Executive Director, Legislative & Political Affairs  
Jason Watson – Executive Director, Labor Relations

Nadine Witchel – Chief Financial Officer

**Legal Counsel:**

Daniel R. Kelly, Felhaber Larson, Minneapolis, MN

**Guests**

Jason Hanson, Chair, Council of Chapter Representatives, Dakota Metal Fabrication, Inc.,  
Manvel, ND (Shanna, Sophia)

**A. Welcome – President Martin**

President Martin welcomed everyone to the meeting and made note of the new Board members in attendance, Dominic Bonitatis, Matthew Cole, Paul Klaus and Joseph Passannante.

**B. Self-Introductions**

President Martin asked all attendees to introduce themselves.

**C. Call for Additional Agenda Items**

Mr. Martin called for additional agenda items. Board members identified no additional agenda items.

**II. Consent Agenda**

**A.** July 2024 Board of Directors Meeting Report

**B.** October 2024 Executive Committee Meeting Report

**C.** SMACNA Organizational Chart

**D.** Executive Staff Reports

1. Member Development & Innovation – Ms. Jennings
2. Labor Relations – Mr. Watson
3. Technical Services – Mr. Howard
4. Communications & Marketing – Ms. Forde
5. Government Relations – Mr. Kolbe

**Following a brief discussion regarding SMACNA’s organizational chart, a motion was made, seconded and passed to approve the Consent Agenda as presented.**

**III. Operational Agenda**

**A. Policy Review – Mr. Kelly**

Mr. Kelly reviewed the following policies:

1. Anti-Trust Compliance & Procedures
2. Conflict-of-Interest Policy & Disclosure Statement
3. Whistleblower Policy

Mr. Kelly responded to questions from Board members. Mr. Kelly also requested that all Board members complete and return a Conflict-of-Interest Disclosure Statement.

**B. Responsibilities of Directors – Mr. Kelly**

Mr. Kelly reviewed and discussed the fiduciary responsibilities of SMACNA Board members from both a legal and practical perspective.

**C. Strategic Plan Update – Mr. Hilger**

**1. Report on Strategic Plan Process**

Mr. Hilger provided the Board with an update regarding progress toward achieving the goals established in SMACNA's Strategic Plan.

**2. Discussion – Next Steps for 2025/2026**

Mr. Hilger provided the Board with specific strategic plan goals for 2025 and 2026. The Board discussed, at length, recruiting participants to serve on committees, task forces and otherwise engage in SMACNA activities.

**D. Financial Report – Ms. Witchel**

**1. 2024 Financial Review**

Ms. Witchel reviewed the 2024 financial results and responded to questions from the Board.

**a. Reserve/Investment Fund**

Ms. Witchel reported on the 2024 Reserve Fund investment performance results.

**2. Proposed Budget 2025**

Ms. Witchel reviewed the 2025 budget and responded to questions from the Board.

Action on the proposed budget for 2025 was deferred until the end of the meeting.

**3. New Reimbursement Forms/Procedures**

Ms. Witchel discussed the new expense reimbursement form for Board member expenses.

**4. Technology Update**

Ms. Witchel provided the Board with an update regarding SMACNA's technology.

**5. Bank Update**

Ms. Witchel informed the Board that SMACNA was moving its accounts to M&T Bank.

**E. Member Development & Innovation – Ms. Jennings**

Ms. Jennings provided an update regarding the following:

- Department personnel and structure;
- TAB Market Sector Council;
- 2025 Trade Show collaboration with SMART;
- SMACNA AI Leadership Project;
- Joint Safety & Health Conference;



- Chapter, Membership, and International Membership; and
- Premier Partner/Associate Member/Innovation Alliance program.

**A motion was made, seconded and passed to approve International Membership for Dania Air Control System Factory, Seagull HVAC Industry LLC, Seagull Industry, LLC, and Sara International Factory.**

**F. Joint Presentation – Ms. Forde & Ms. Jennings**

Ms. Forde and Ms. Jennings discussed the following topics:

1. Trade Show Collaborations
2. Residential Market Sector
3. Operations Hub
4. MEP Innovation Conference
5. Education Program Marketing
6. SMACNA AI Initiative

**G. Communications & Marketing – Ms. Forde**

Ms. Forde showcased a video debuting the new features and functionality of the new SMACNA website. She also provided updates regarding:

1. Social Media
2. Public Relations/Media Outreach
3. SMACNA/SMART Joint Initiatives
4. Trade Show Update

**H. Labor Relations**

Mr. Watson provided the Board with an update on the 2025 Labor Relations department priorities, an update on SMACNA and SMART activities, joint regulatory efforts, results of collective bargaining activities for 2024, B4All activities, and upcoming SMACNA labor related educational programs. Management Co-Chair of the Best Practices Task Force, Kathy Kerber, reported on the activities of the task force.

**I. Technical Services- Mr. Howard**

Mr. Howard covered in detail ASME AG-1 regarding SMACNA inclusion for Small Module Nuclear Reactors, the revised ANSI/SMACNA Policy for SMACNA Standards, General project schedules for new and revisions to standards/manuals/guidelines, along with a policy discussion on SMACNA/SMART/NEMI direction with the Model Building Codes and other government and private sector standard developers.

**J. Government Relations – Mr. Kolbe**

Mr. Kolbe shared a policy and departmental overview of the following:

1. Review of the goals and achievements of the most recent session of the 118th Congress.
2. Review the goals and program objectives for the current year; and
3. Review and discuss the program activity as well as fundraising goal set for SMACPAC and the SMACAF.

**K. 2025 Convention Update – Mr. Franco**

Mr. Franco provided the Board with an update regarding the July Board meeting and the 2025 Convention.

**L. ITI/NEMI/SMOHIT Update – Mr. Cramer**

Mr. Cramer provided an update regarding ITI, NEMI and SMOHIT.

**M. Best Practices Update – Ms. Kerber**

Ms. Kerber provided an update regarding the work of the Best Practices Task Force.

**N. New Horizons Foundation Update – Mr. Hilger**

Mr. Hilger asked Board members for any suggestions regarding future projects for the New Horizons Foundation and discussed recent donations to New Horizons. He also discussed a New Horizons Foundation donation to Los Angeles fire efforts in conjunction with other construction industry foundations.

**O. Leadership – President Martin**

**1. Board Liaisons Assignments and Engagement and Board Officer and Board Visits.**

President Martin reported on visits to Chapters and encouraged Board engagement in the liaison program. Immediate Past President Duncan discussed the importance of visits to chapters even if the chapter is represented by a Board member.

**2. Future Board Meeting Locations**

President-Elect Hill announced the 2026 Board meeting locations.

**3. Director Nominating Committee Members**

President Martin announced his nominees to the Nominating Committee, joining those members elected at the Annual Business Meeting.

**4. Appointment of Officer Nominating Committee**

President Martin nominated the following individuals to serve on the Officer Nominating Committee in addition to Todd Hill and Joseph Samia:

1. Matthew Cramer
2. Matt Hildreth
3. Bobby McCally

**A motion was made, seconded and passed that the Officer Nominating Committee shall consist of the following members: Matthew Cramer, Matt Hildreth, Todd Hill (Chair), Bobby McCally and Joseph Samia.**

**P. December Council Meeting Report - Mr. Hanson provided the Board with a report summarizing the December Council Meeting and provided the Council's suggestion that the Board collect data and establish metrics to measure the effectiveness of the Be4All program.**

**A motion was made, seconded and passed to seek a recommendation from Mr. Watson and his team relating to collecting data and establishing metrics to measure the effectiveness of the Be4All program.**

**Q. Appointment of Legal Counsel**

President Martin referred to the memo from Dan Kelly outlining the services provided to SMACNA by Felhaber Larson in 2024.

**A motion was made, seconded and passed to retain Felhaber Larsen as SMACNA legal counsel for 2025.**

**IV. Open Discussion**

The Board held an Open discussion regarding a variety of topics, including:

- A. Expanding Associate Membership Program
- B. Expanding Education Officers
- C. AHR/ASHRAE Show (Orlando, Feb. 8)
- D. MCAA Convention 9Austin, March 2025)

**V. Final Budget**

**A motion was made, seconded and passed to approve the 2025 budget as proposed.**

**VI. Adjournment**

**A motion was made, seconded and passed to adjourn the Board Meeting.**

**THE SHEET METAL AND AIR CONDITIONING CONTRACTORS'  
NATIONAL ASSOCIATION, INC.  
(SMACNA)  
EXECUTIVE COMMITTEE MEETING  
July 12, 2025  
Whistler, BC**

**I. CALL TO ORDER**

A meeting of the SMACNA Executive Committee was held on July 12, 2025 at Four Seasons Whistler, Whistler, BC. President Martin called the meeting to order at 8:03 a.m., Pacific Time.

**ATTENDEES:**

**Members of the Executive Committee:**

Tom Martin – President  
Todd Hill – President-Elect  
A. Scott Vidimos – Secretary-Treasurer  
Joseph Samia – Vice President  
Carol Duncan – Immediate Past-President

**Staff and Legal Counsel:**

Aaron Hilger, Chief Executive Officer  
Susannah Forde, Executive Director, Marketing & Communications  
Eli P. Howard, III, Executive Director, Technical Services  
Linda M. Jennings, CAE, Executive Director, Membership Development & Innovation  
Stan Kolbe, Executive Director, Legislative & Political Affairs  
Tara Long, CMP, DES, Executive Director, Meetings & Convention  
Jason Watson, Executive Director, Labor Relations  
Nadine Witchel, Chief Financial Officer  
Daniel R. Kelly, Felhaber Larson – SMACNA General Counsel

A. Request for new business.

President Martin requested new business items. None was offered.

B. SMACNA Organization Chart.

**II. CEO Update**

Mr. Hilger provided the Executive Committee with updates regarding the Los Angeles Chapter and the Boston Chapter.

### III. FINANCIAL REPORT

Ms. Witchel reviewed SMACNA's year-to-date financial statements through May 2025 and SMACNA's 2024 Audit and provided a Technology Update.

The Executive Committee discussed the increase of SMACNA's annual income and expenses and SMACNA's periodic dues increases.

### IV. EXECUTIVE DIRECTOR UPDATES

- A. Membership Development & Innovation. Ms. Jennings provided an update regarding the new staff in the department, continuing the SMACNA AI Project with Hugh Seaton of the Link.ai, the plan for the New Horizons Foundation after Tom Soles retires, 1987 Machinery's use of the SMACNA logo, and issues with the Central MO Chapter where there is currently no chapter executive. Ms. Jennings provided a summary of the candidates for SMACNA's annual Awards. The Executive Committee selected the Award winners.
- B. Marketing & Communications. Ms. Forde provided an update regarding the following:
- National Careers in Trades Week;
  - Year-to-Date public relations results;
  - Website Phase 2; and
  - SMACNA/SMART Joint Initiatives.
- C. Labor Relations. Mr. Watson provided an update on SMACNA and SMART activities, results to date of collective bargaining activities for 2025, June NJAB activities, notable SMART staffing changes, and upcoming SMACNA labor-related educational programs.
- D. Technical Services. Mr. Howard provided an update regarding the following:
- Work in progress for Standards/Manuals revisions;
  - Development of new short videos on SMACNA Industrial Standards;
  - Testing programs to be conducted this Summer/Fall on duct joints, tie rods and architectural gutter systems; and
  - Major impact changes on the IAPMO Uniform Mechanical Code.
- E. Government Relations. Mr. Kolbe provided an update regarding the following:
- Recent tax and budget priorities now enacted into law / items remaining for next tax and spending packages;
  - The SMACPAC fundraising program
  - The industry outlook on tariff policies; and

- A roadmap for the months ahead concerning the 119th Congress and our legislative agenda.

F. Meetings & Convention. Ms. Long provided an update on the SMACNA Convention and CMR.

## **VI. ADJOURNMENT**

The Executive Committee held a brief executive session after which the meeting adjourned.

Respectfully submitted,

Daniel R. Kelly  
Recording Secretary