

**MINUTES – CERAMIC TILE DISTRIBUTORS ASSOCIATION (CTDA)  
CERTIFICATION ADVISORY COMMITTEE MEETING**

**Tuesday, April 14, 2009**

**1.0 CALL TO ORDER AND ARTICULATION OF MEETING GOALS**

The meeting was called to order at 3:00 p.m. CDT by Mr. Zolman. Those in attendance were: Erin Soger, Rick Church, Eric Pucilowski, Howard Pryor, John Zolman, Fred Schmidt, Bill Ives and Noah Chitty.

**2.0 ANNOUNCEMENTS**

There were no announcements.

**3.0 LEGAL REPORT**

There was no legal report.

**4.0 APPROVAL OF MINUTES OF FEBRUARY 17, 2009 MEETING**

*A motion was made, seconded and unanimously passed to approve the minutes of the February 17, 2009 meeting.*

**5.0 CTDA 2009 METRICS**

Mr. Zolman updated the committee on the status of each 2009 thrust. Ms. Soger updated the committee on the status of each 2009 metric.

**5.1 Achieve 300 CCTS' by end of 2009**

Mr. Zolman reported to the committee the actions that have currently taken place to achieve this metric.

Mr. Zolman explained that Miles Distributors is considering late summer 2009 to host CCTS Private Testing.

The below committee members volunteered to contact the corresponding company to set up CCTS Private Testing.

Howard Pryor – Conestoga

John Zolman – Miles Distributors and MidAmerica Tile

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Fred Schmidt – Schluter Systems

## **6.0 CERTIFICATION STATISTICS**

The committee reviewed the current certification statistics noting that there are currently 217 CCTS'.

## **7.0 TESTING AT COVERINGS**

Ms. Soger updated the committee with the date and time of testing at Coverings. She noted that there are currently 8 people signed up for the exam.

## **8.0 PROMOTIONAL PLAN UPDATE**

Mr. Zolman updated the committee on the current promotional plan. CTDA Staff is to get into contact with the Ceramic Tile Educational Foundation (Scott Carothers) to discuss our CCTS program.

## **9.0 CCTS WEBINAR**

The committee reviewed the outline and suggested the following updates.

Item #iii under Benefits of the Program should read “Differentiate yourself from your competitors”.

5 Questions should be pulled from the study guide and added to the end of the webinar as a quiz for attendees to get an idea of what to expect.

## **10.0 HOST TESTING**

Ms. Soger noted that there is nothing new to report on this item.

## **11.0 POP DISPLAY**

Ms. Soger explained that the POP Display is currently being offered to all CCTS'. To date one company has asked for the template.

## **12.0 FINANCIAL REPORT**

Ms. Soger reviewed the financial report with the committee, noting the reason for being over budget.

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### **13.0 RECERTIFICATION**

The committee discussed the Recertification Application and noted that it does not define 'Professional Education'.

CTDA Staff will update the application to give examples of Professional Education (i.e. Management Conference Sessions, CTDA Webinars, Coverings Educational Sessions, etc.).

CTDA Staff will also begin sending out the Recertification Application with the Certificate when someone passes the exam.

### **14.0 OTHER BUSINESS**

There was no other business.

### **15.0 SUMMARY**

Mr. Zolman summarized the actions taken during the meeting.

### **16.0 ADJOURNMENT**

There being no further business to come before the committee, the meeting was adjourned at 3:35p.m. CDT.