

BOARD REPORT



Northeast Region Board Meeting – November 5, 2011

DATE: October 25, 2011

TO: Northeast Region Board of Directors

FROM: Brian H. Neely, NCARB, AIA, CDT, Planning Committee Chair

SUBJECT: Report of the Planning Committee

A. Report Summary

1. The Planning Committee has been focused on modifying the NER CSI Leadership in Action Program in anticipation of the second class based upon board recommendation from the Spring meeting. The committee has also been considering methods to increase Region participation but has not adequately addressed other region planning activities since the Spring Meeting.

B. The Report

1. Summary of activities since last report:
 - a. The Planning Committee has worked with the Arch of Leadership in reformatting the NER CSI Leadership in Action program based upon the recommendations of the Board during the Spring Meeting. A Power Point presentation showing new website images will be shown during the Fall meeting.
 - b. The Planning Committee has announced the second NER CSI Leadership in Action program to begin in January 2012. Program information and nomination forms have been submitted.
 - c. The Planning Committee has discussed options to encourage participation in the Region from the chapters. See recommendations below.
2. Status of current programs: Continuing to advertise and monitor the NER CSI Leadership in Action Program.
3. Problem areas: The following problems in the committee need to be addressed in order to fulfill the requirements of the committee as noted in the region guides and bylaws.
 - a. The committee has been focused on the efforts required to setup and run the NER CSI Leadership in Action Program. With the program entering the second

year, it is recommended that the Board setup a new Leadership Committee to run the leadership program and the future region training. By shifting the leadership programs to a new committee the planning committee can focus on the other required planning responsibilities including:

- 1.) Review and update the Region Strategic Plan.
 - 2.) Make recommendations to the Board on actions necessary to implement the “Goals and Objectives” listed in the current Region Strategic Plan.
 - 3.) Review changes in programs or program assignment that have occurred at the Institute level that may suggest changes in the Region’s operation or assignment of duties.
 - 4.) Survey Region’s membership to determine areas of interest that might be addressed by Region.
 - 5.) Communicate with Region Planning Committee Chairs in other Regions to identify areas of mutual interest.
 - 6.) Communicate with appropriate individuals and committees to ensure awareness of current tasks and goals for implementing the adopted Strategic Plan
4. Success stories: The first class has successfully been completed and six participants are now in Chapter Officer Roles including three chapter presidents, a chapter vice-president, a chapter director and region president.
5. Schedule of activities prior to next Board Meeting: The major activities of the committee will depend on the direction provided by the board. The committee expects to work on reviewing applicants for the leadership program, assist in setting up region training for the Spring meeting, and begin reviewing the Region Strategic Plan.

C. Suggestions for the benefit of the Region

1. Reincorporate the Governance/Strategic Plan Task Team with the Planning committee and begin a 5-year review of the Region Strategic Plan in order to bring recommended updates forward at the 2013 Spring meeting.
2. Consider enacting a monetary incentive to chapters for encouraging chapter members to participate in region committee work as a method to increase region committee activities and provide financial support to chapters events.

Respectfully submitted;

Brian H. Neely, NCARB, AIA, CDT
Northeast Region Planning Committee
Gale Associates, Inc
163 Libbey Parkway
Weymouth, MA 02189
781-335-6465
bhn@gainc.co

END OF REPORT

Cc: Region Secretary