



Northeast Region CSI, Inc. FY2012 Annual Meeting  
Saturday April 28, 2012 | Holiday Inn, 300 Woodbury Ave, Portsmouth, NH

## Annual Meeting Minutes

### 1. Call to Order

### 2. Roll Call

#### 2.1 Region Officers Present:

2.1.1	President	Gehring
2.1.2	Vice President	Neely
2.1.3	Treasurer	Barrett
2.1.4	Secretary	Powell
2.1.5	Institute Director	Lemieux

#### 2.2 Chapters Represented Present:

2.2.1	Boston (BO)	Keating, Levine
2.2.2	Buffalo (BU)	Grucella
2.2.3	Hartford (HA)	Newman
2.2.4	Long Island (LI)	Geiger, Raikowski
2.2.5	Maine (ME)	Eustis
2.2.6	Metro NY (NY)	Korteling, Hosley
2.2.7	New Hampshire (NH)	Saklad
2.2.8	New Jersey (NJ)	Som
2.2.9	Syracuse (SY)	Dwyer, Bowne, Phillips
2.2.10	Vermont (VT)	Maurer
2.2.11	Worcester (WO)	Lapomardo, Healy, Helly

#### 2.3 Chapters Not Represented:

2.3.1	Eastern New York
2.3.2	Housatonic
2.3.3	Rhode Island
2.3.4	Rochester

### 3. Determination of Quorum

- 3.1 Per Recommendation approved at FY12-Spring Board Meeting on 4/27/12 (Refer to Minutes Section 5.1.3.2) quorum total was reduced to 25.
- 3.2 11 out of 15 Chapters were present (which meets 2/3 requirement), but only a total of 24 were present (which does not meet requirements of 25).
- 3.3 Secretary determined there was NOT a quorum.

### 4. Adoption of Standing Rules – *N/A without a quorum*

### 5. Adjustments in the Agenda

- 5.1 Secretary confirmed that no adjustments to the agenda had been submitted.

### 6. President's Report on the State of the Region

- 6.1 Refer to FY12-Spring Board Meeting Minutes Section 5.2 for detailed information
  - 6.1.1 Strategy is focused on "Future of the Region" objectives, including communication and networking.
  - 6.1.2 Region has a new website now and LinkedIn Group.
  - 6.1.3 President and Vice President have been doing Chapter Visitations

- 6.1.4 Encourage involvement and communication among Region and Chapter Committees, including bi-monthly webinars or conference calls.

**7. Treasurer's Report on the Financial State of the Region**

**8. Resolutions Received Prior to Meeting – N/A without a quorum**

**9. Resolutions from the Floor – N/A without a quorum**

**10. Other Business – N/A**

**11. Chapter Highlights Presented by each Chapter President or Designee**

**11.1 Boston (Neely)**

- 11.1.1 Online newsletter
- 11.1.2 5 candidates for succession of leadership, including new leaders
- 11.1.3 Financially sound
- 11.1.4 Upcoming summer cruise event joint with Boston Society of Architects
- 11.1.5 Levine (BO) recognizes long-term service of Brian Neely as Chapter President

**11.2 Buffalo (Grucella)**

- 11.2.1 Successful monthly meetings
- 11.2.2 Active Board Members
- 11.2.3 Early transition to new President

**11.3 Hartford (Bergsbaken)**

- 11.3.1 Financially sound
- 11.3.2 Monthly evens hosted jointly with other organizations
- 11.3.3 Membership growth but decrease in attendance (average 15 per event)
- 11.3.4 Need to increase visibility

**11.4 Long Island (Geiger)**

- 11.4.1 Student affiliate
- 11.4.2 Fourth annual spec-writing competition
- 11.4.3 First annual golf outing joint with Metro New York
- 11.4.4 Started process of updating bylaws
- 11.4.5 First annual holiday social was a success
- 11.4.6 Gehringer is an excellent Program Chair and has setup many new programs
- 11.4.7 Chapter is not very social but is trying to improve in order to increase membership

**11.5 Maine (Eustis)**

- 11.5.1 Joint Maine and New Hampshire events
- 11.5.2 College venue promotes the attendance of students
- 11.5.3 Have submitted bylaws to institute for approval
- 11.5.4 New student affiliate chapter at University of Southern Maine (15 members)
- 11.5.5 Received Outstanding Chapter Commendation

**11.6 Metro New York (Korteling)**

- 11.6.1 Tracking new members with ID cards
- 11.6.2 Bowling and Casino Nigh Events
- 11.6.3 New members are stepping up to volunteer and lead

**11.7 New Hampshire (Saklad)**

- 11.7.1 In the process of revitalizing chapter
- 11.7.2 Started process of updating bylaws
- 11.7.3 Primary goals are programs, membership, and leadership

**11.8 New Jersey (Som)**

- 11.8.1 Chapter was struggling but is now revived
- 11.8.2 Have teamed up with Metro New York on events
- 11.8.3 Better understanding of markets and demographics
- 11.8.4 Diversified membership and utilized 50-50 program
- 11.8.5 Academic and encourage involvement of local institutions
- 11.8.6 Leadership training is very helpful to improve focus and motivation

**11.9 Rhode Island (Powell)**

- 11.9.1 Succession lined up for next 3 Presidents
- 11.9.2 Monthly events average 50 attendees and most are hosted jointly with other organizations, about half of the events are facility tours
- 11.9.3 Board has streamlined budget by transitioning to fully electronic procedures and communication (e.g., online banking, invitations, announcements, election, LinkedIn).
- 11.9.4 New bylaws have been submitted to institute for approval.
- 11.9.5 Invitations are broadcast to a database of 700+ A/E/C contacts.
- 11.9.6 Hosting annual joint Winter Social with Boston Chapter, attendance 100+.
- 11.10 Syracuse** (Dwyer)
  - 11.10.1 Successful events (e.g., panel discussion about active local projects)
  - 11.10.2 Spec Hunt Event with students
  - 11.10.3 Membership and leadership are stagnant but financially sound
- 11.11 Vermont** (Maurer)
  - 11.11.1 Finances and Educational programs are strong
  - 11.11.2 CDT Prep Class program is successful and may expand to CCPR class next year
  - 11.11.3 Membership is a challenge
- 11.12 Worcester** (Lapomardo)
  - 11.12.1 Membership is stable at 40 and chapter is financially stable
  - 11.12.2 Scholarship program is a success with 4 recipients
  - 11.12.3 Gold outing was a success with 108 golfers

**12. Summary of Region Board Meeting Activity – N/A**

**13. Other Comments or Questions**

- 13.1 Lapomardo (WO) recognizes long-term service of Barrett as Treasurer, and complements efforts from Gehringer (RP) and Powell (RS).

**14. Adjournment**