



Northeast Region CSI, Inc. | FY2016 Fall Board Meeting
November 7, 2015 Latham, NY

MINUTES

Board Members In Attendance:

Ken Raikowski – President (FY17)
Howard Levine – Vice President (FY16)
Rebecca Campbell – Treasurer (FY16)
Marty Helly – Secretary (FY17)
Robert McEachern – Boston Director (FY17)
Stephen Van Hoose – Eastern NY Director (FY16)
Scott Bergsbaken – Hartford Director (FY17)
Guy Yvon Page – Long Island Director (FY17)
Doug Rice – Maine Director (FY16)
Richard Saklad – New Hampshire Director (FY16)
Pam Marcotte – Rochester Director (FY16)
Cal Bowne – Syracuse Director (FY15)
Cam Featherstonhaugh – Vermont (FY15)
Ed Healy – Worcester Director (FY16)

Board Members Absent

Anthony Gorski - Buffalo Director (FY16)
Roy Olsen – Housatonic Director (FY16)
Chris Kroeter - Metro NY Director (FY15)
Maria Smith - Rhode Island Director (FY16)
Anthony Stazzone – New Jersey Director (FY17)
Bill Dubois – Institute Director

Other Invitees Present:

Steve Van Dyke - Awards Chair
Tom Scarlata - Certification Chair
Ruma Som - Education Chair
Kevin Phillips - Finance Chair
Andrea Dinice - Membership Chair

1. President Ken Raikowski called the meeting to order at 9 am..
2. Minutes of the FY 16 Summer Board Meeting were accepted as submitted.
 1. Motion by Ted Healy, 2nd Doug Rice, no objections.
3. Treasurer Rebecca Campbell presented a summary of the current region finances as indicated in her written report.
 1. Motion made by Pam Marcotte, 2nd Cal Bowne: The Region shall add an expense line item to the budget for chapter website/administrative support in the amount of \$5400. After discussion, motion passed 12-2.
 1. Website liaison Rich Saklad and Secretary Marty Helly will develop criteria and solicit proposals for services to be provided. CRM activity should be considered in addition to website management and newsletter support.
 2. Motion made by Doug Rice, 2nd Stephen Van Hoose: The Region shall rebate excess funds from FY15 to the chapters. After discussion, motion passed 11-2 with 1 abstention.
4. Ken Raikowski reviewed his frustration with current communications. To improve the flow of information, Directors should:
 1. Forward a monthly e-mail on chapter activities
 2. Contact the Region President to coordinate visits.
 3. Participate in the Linked In discussion group.
 4. Talk to their chapter members about region activity.

5. Talk to their assigned committee liaison.
5. Chapter Visitations
 1. Ken would like to coordinate visits to Buffalo, Rochester and Syracuse to be able to see all three on a single trip if at all possible.
6. Committee Activity
 1. Awards: Steve Van Dyke gave an overview of the anticipated awards committee activities for the year. The committee is attempting to streamline the awards nomination process for most awards while keeping the appropriate requirements of the Distinguished Service Award nomination.
 2. Certification: Tom Scarlata accepted the committee appointment. He will be attempting to coordinate chapter study groups and promote the CSI certification programs around the region.
 3. Conference/Events:
 - i. Andrea Dinice gave a presentation outlining the efforts to date of the Metro NY/LI Event to occur in Spring 2017.
 1. Technical Program will focus on legal issues in construction.
 2. Committee has not been able to lock in a hotel as of yet.
 3. Budget figures presented assumed an overly low attendance similar to the size of a board meeting rather than a conference.
 - ii. Marty will be meeting with Housatonic Chapter to discuss hosting event in Spring 2018.
 4. Education/Academic Program: Ruma Som discussed her ideas for getting more involvement in CSI activities for students and emerging professionals.
 5. Membership: Andrea needs some guidance on how a region membership committee should function.
 6. Planning: Brian Neely was not present and committee report was not submitted. The committee held one teleconference prior to the board meeting. The committee will be submitting a proposal to the
 7. Technical: Anthony Stazzone is the liaison for this committee and there is not currently a chair. Boston Chapter's white paper efforts are an example of the type of activities that could be performed.
 8. Website/Publications: A chair has not been identified. Rich Saklad is the assigned liaison. Secretary Marty Helly has been providing the current postings/updates. Linton Stables will be contacted to see if he can assist in explaining the microsite system to chapter web chairs.
 9. Finance: Kevin Phillips is the chair. Audit activities are proceeding this weekend. Report will follow. Committee will focus on investment recommendations for the reserves as previously directed by the board.
 10. Nominating: Marty Helly is chair. Cam Featherstonhaugh has been nominated for Institute Director. In January, the committee will focus on Region Vice President and Region Treasurer nominations.
7. Upcoming Event Calendar
 - a. The Spring 16 Board Meeting will be held March 11-12, 2016 in New York City.
 - b. The Fall 17 Board Meeting will be held at the CSI Convention in Austin TX in September 2016.
 - c. Virtual Meeting dates to be determined by the Executive Committee.

8. Old Business: FY15 Spring Consent Agenda

- a. Presidents Report was pulled for discussion. Motion made by Howard Levine, 2nd by Cal Bowne to accept the reports in the Spring consent agenda as written including the President's Report. Motion failed 3 for, 7 against, 4 abstentions.
- b. Motion made by Ted Healy, 2nd by Doug Rice to accept the reports in the Spring consent agenda with the exception of the Presidents Report, noting that while the report was not acceptable, there were valid issues included therein which the board must consider to move the organization forward. Motion passed. 10 for, 2 against, 2 abstentions.

9. FY16 Fall Consent Agenda

- a. The following reports were pulled for discussion:
 - i. Maine
 - ii. New Hampshire
 - iii. Syracuse
 - iv. Vermont
 - v. Region Secretary
- b. After discussion, the reports were accepted without exception.

10. Motion to Adjourn: Howard Levine, 2nd Cam Featherstonhaugh, passed without exception.