



Northeast Region CSI, Inc. | FY2014 Fall Board Meeting

Tuesday, November 12, 2013 | Doubletree Inn, Rochester, NY

MEETING MINUTES

1. **Call to Order** (TP)
 - 1.1 President called the meeting to order at 12:05 pm.
2. **Roll Call** (CM)
 - 2.1 Attendees included the following:

Officers	Directors
TP - Tracey Powell	AG - Anthony Gorski - Buffalo
BN - Brian Neely	SVH - Stephen Van Hoose - Eastern New York
KP - Kevin Phillips	SB - Scott Bergsbaken - Hartford
CM - Cliff Marvin	FR - Fred Rudiger - Housatonic
	WC - William Charland - Maine
Non Voting Attendees	EI - Emanuel Incorvaia - New Jersey
DL - Denis Lemieux - Institute Director	CM - Craig Molé - Rochester
CB - Calvin Bowne - Planning Committee	JD - John Dwyer - Syracuse
RB - Roland Barrett - Finance Committee	RL - Rebecca Leet - Vermont
JG - Jim Grucella - Awards Committee	MH - Marty Helly - Worcester
RE - Richard Eustis - Admin Ref/By-Laws	
TH - Ted Healy - Publications	
KR - Ken Raikowski - Membership	

3. **Determination of Quorum**
 - 3.1 Secretary determines there is a quorum for the Board Meeting (CM)
4. **Approval of Minutes** – MH motion to accept, WC seconded, minutes accepted unanimously.
5. **Audit Report**
 - 5.1 MH report on Audit. Refer to report on file.
6. **Treasurer's Report**
 - 6.1 KP summarized report.
 - 6.2 Region insurance and bonding renewed.
 - 6.3 Rebate checks mailed out except Metro NY and Boston which require two signatures.
 - 6.4 Refer to report on file.
7. **Region Director Liaison Activity**
 - 7.1 BN reported on liaison activity; requested volunteers for committee liaisons for Academic and Certification committees.
8. **Finance**
 - 8.1 RB is convening a committee meeting for tomorrow to review assessments and Region Allocation Program issues (RAP)
 - 8.2 Refer to report on file at <http://ner.csinet.org/Main-Menu-Category/Committees/Finance/Report-FY13-Fall-Finance.pdf>.

9. New Business

- 9.1 JG presented report on proposed Awards criteria revisions; see report on file at <http://ner.csinet.org/Main-Menu-Category/Committees/Awards/Report-FY13-Fall-Awards.pdf>.
- 9.2 WC moved the recommendation presented by the Awards Committee, JD seconded.
- 9.3 MH moved the question, BN seconded. Vote on the resolution: 4 in favor, 6 opposed, 3 abstained; recommendations not accepted.

10. Other Business

- 10.1 MH motioned to approve NER expense of \$665.00 to purchase and distribute The End of Membership... to all leaders in the Region; SB seconded; 12 in favor, motion passes.

11. FY 15 Initiatives

- 11.1 Refer to Agenda and 5 objectives in President's message.

12. Upcoming NER Meetings

- 12.1 FY 14 (Spring) Board Meeting will be held in Hartford.
- 12.2 FY 15 (Fall) Board meeting will be held in Boston.

13. 2014 (Spring) NER Conference

- 13.1 Conference will be in Williamstown; refer to MH report on file at <http://ner.csinet.org/Functional-Menu-Category/Upcoming-Events/FY-15-Northeast-Region-Conference-May-14-16-2015.pdf>.
- 13.2 Need volunteer chapter for 2016.

14. Consent Agenda – 1:15 PM

NOTE: Refer to full Reports posted (✓) to <http://ner.csinet.org/Main-Menu-Category/Leadership/Board-of-Directors/Board-Meeting-FY-14-Fall-Nov-13th>

14.1 Action on Pulled Reports or Late Reports

14.1.1

REPORT	AUTHOR	POSTED	PULL	NON-VOTING
▪ Officers				
▫ President (RP)	Tracey Powell	✓		
▫ Vice President (RV)	Brian Neely	✓		
▫ Secretary (RS)	Cliff Marvin	✗		
▫ Treasurer (RT)	Kevin Phillips	✓		
▪ Institute Director				
▫ Institute (ID)	Denis Lemieux	✗		
▪ Directors				
▫ Boston (BO)	Cynie Linton	LATE		
▫ Buffalo (BU)	Anthony Gorski	LATE		
▫ Eastern NY (EA)	Stephen Van Hoose	LATE		
▫ Hartford (HA)	Scott Bergsbaken	✓		
▫ Housatonic (HO)	Fred Rudiger	✗		
▫ Long Island (LI)	Chris Geiger	✓		
▫ Maine (ME)	Bill Charland	✓		
▫ Metro NY (NY)	Anthony Drummond	LATE		
▫ New Hampshire (NH)	Wayne Wheeler	✗		
▫ New Jersey (NJ)	Emanuele Incorvaia	LATE		
▫ Rhode Island (RI)	Maria Smith	✗		
▫ Rochester (RO)	Craig Mole	✓		
▫ Syracuse (SY)	John Dwyer	LATE		
▫ Vermont (VT)	Rebecca Leet	LATE		
▫ Worcester (WO)	Marty Helly	✓		

Committees		
Academic Program		x
Awards	Jim Grucella	✓
Certification		x
Education	Ken Gehringer	x
Finance	Roland Barrett	LATE
Nominating	Cliff Marvin	x
Membership	Ken Raikowski	✓
Planning	Calvin Bowne	✓
Publications	Ted Healy	✓
Technical	Dick Eustis	✓
Web Site	Dick Eustis	✓ ✓
Task Teams		
Bylaws/Adm.Refs	Dick Eustis	✓
Events		
FY2015 Williamstown, MA	Marty Helly	✓
FY2016 / TBD	--	

14.2 Action on balance of Consent Agenda

14.2.1 **MOTION:** Accept remaining items on Consent Agenda by Charland (ME), seconded Dwyer (SY).

14.2.2 **VOTE:** Unanimously accepted all reports on Consent Agenda.

14.3 Pulled Reports:

14.3.1 Website – Powell (RS) has posted goals and objectives on the NER website.

15. Nominating Committee Report

- 15.1 CM reported William Charland and William Dubois were nominated for Institute Director.
- 15.2 Need nominees for Region Vice President and Treasurer for election by Board in Spring.
- 15.3 CM to send out requests for nominees and set deadline.

16. VP Report

- 16.1 Refer to report on file
- 16.2 BN motioned, FR seconded amending typos in VP report; unanimously approved.

17. Technical Committee

- 17.1 Goals and objectives are stated in President's message

18. CM motion to accept reports, JD seconded; unanimously accepted.

19. Next Meeting

- 19.1 Virtual Meeting to be held in late January/early February. Date and Time TBD.

20. Syracuse

- 20.1 KP intro CB to present spec-hunt posters.

21. Other Comments or Questions

- 21.1 WC commented that Board business should not be curtailed for the sake of time.

22. Adjournment

- 22.1 MH motion to adjourn, SVH seconded; meeting adjourned at 1:35 pm.

Submitted by:

Cliff Marvin, NER Secretary

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