

Meeting Started 8:15AM

- Orientation

Introductions by all present (refer to sign-in sheet)

Marty reviewed Region purpose and intend of region.  
Do all directors understand there responsibilities?

Discussed facts concerning filing of Chapter reports...Why wasn't information distributed to all. Also, better channels of communication need to be established, i.e., between leadership and directors; directors and chapters, etc.

Hand-outs:

Minutes of last two meetings

Info package from planning/ leadership seminar, containing Institute Leadership conference in November and various auction information.

Marty reviewed responsibilities of Institute Directors and Region Directors.

Marty talked about the effectiveness of the region chairs and there active involvement this year. Touched upon the August meeting in RI and it's success.

Question asked by Marty...How many average members in there chapters know that the region exists? Response all of them. Or are we assuming they know...Really maybe 50% know. Peoples schedules are to busy ... info should be clear and easy to read. How do we get the point across so membership will in fact read it.

Our membership has many other commitments and priorities and how do we keep CSI number one. What tools does the region provide so CSI is number one.

We must not sell CSI ....we have to live it...

Chapter level is most important ...Region should serve the chapters.  
Maintain chapter activities and enthusiasm.

Chapter's need to strengthen the position of the NER Directors within there chapters.

Northeast Region Board of Directors Meeting  
September 09, 1998

Conference journal does not list the NER Directors and it should. Reason we did not know all the directors at time of printing. We need a more formal process.

**All region communications should go to all Directors and Chapter Presidents.**

Marty reviewed “Robert’s Rules” with attendees. Covered basic rules and procedures.

Discussed funding appropriations and how board funds and spent. M. Owen reviewed allocation process with regard to funds appropriated for the speaker on Sat. for the Rochester Conference. Never, will the executive committee commit funds for the region without proper Board appropriations.

Discussed the process of “How the Institute Up-dates individual membership data”...Marty reviewed Institute policy and how we currently have a central data base and things are improving.

Prepare an abbreviate card with Robert’s Rules on it so all board members can refer to it during the meeting.

**Board Meeting**

Start 10:00 AM

Roll call by the secretary  
Eastern NY not present

All in attendance except for Eastern NY. (refer to list for name of attendees)

Eddie is running for worst secretary ever award.

Acceptance of prior meeting minutes

November 1997 meeting minutes

Change date from 1998 to 1997  
no further comments

April 1998 minutes

Dale questions line items D. \$2000.00 and line item F. \$400.00

Northeast Region Board of Directors Meeting  
September 09, 1998

Much discussion had on where to place on line items Tabled at 10:15 Ed to review tapes for clarification . Motion made by LoAnn to Table and 2<sup>nd</sup> by Jerry C. Passed.

November meeting minutes accepted

Treasurer Report 10:20 AM

Dale presented Close out Reports on budget and 97 conference (refer to Attachments)  
Buffalo and Hartford still owe NER dues for 1997...Both directors will follow-up. Due total \$1418.00 still due from both of the above chapters.

Dale presented close-out booklets to NER Institute Directors of a full accounting of the region funds. This will be filed.

Dale then presented this current years report 7/01/1998-9/07/1998  
Reviewed in detail total accounting, modification was made to line item 301-keeping plan amount as budgeted. Board would like to have budget reflect budget as approved detailing overage/underage.

Dale reviewed 25K investment into a CD account. Dale has not yet committed funds, he would like to wait until such time, when the region conference committee reports back to the board on the finical reporting of the accounting.

Mike Owen asked for a sub-committee to work with Dale on the investment of the 25K funding. No volunteers came forward. Suggestion was made to contact the bank for investment advice. Susan B. of Buffalo suggested Dale follow the directive of the April board meeting and invest the Moines into a 6 month CD short term. Appoint a committee then to explore other investment options.

25K will be invested in a 6 month CD, no committee will be appointed to help him. Dale will review options with his bank.

Dale reviewed reimbursement of the one night hotel at \$110.00 for the night. If you traveled to the meeting for just attending this meeting the region will also reimburse your mileage.

Discussed the speaker for sat. region's program.

LoAnn made a motion to pay the speaker 2500 from the conference found. Plus reasonable expenses, seconded by Amy. Motion passed.

Northeast Region Board of Directors Meeting  
September 09, 1998

Marty reviewed breakfast with George Eastman, and how it ties into sat. events. He would like funding from the region conference funds.

Lo-Ann asked the question Why do we have to deal with this short fall if any here now...What is the accounting of the conference now. The reason for this line item is a major part of the regions sat. training program.

Conference funding will be discussed later.

Motion made the this board will set aside funds to cover the costs of sat. mornings breakfast. Walter seconded. Opened to discussion. Motion moved 2 opposed.

11:45 Moved down to item 6 on the agenda skipping 5 until after lunch. Marty reviewed the annual meeting procedures and the resolution before the membership. Walter D. questions the laws of NH and proxy voting. Marty responded by explaining the particulars and by-laws.

Mary review the Ad-min up-date. This years committee chairs will up-date there section and he has asked Lou to have the document ready for the next meeting.

Discussed the strategic planning and the importance of the Boards involvement. The committee will meet to determine the process and then get back to the board with particulars.

#### Institute Update

Marty reviewed the use of solicitation of the membership selling items. Marty review his opposition to such solicitation. He has contacted other members of the Board and this might become a policy issue. He will take this up at the Institute Board meeting.

#### Director Nomination

Nominating committee on Sunday we have only received two notices on who will be attending. Please inform who is representing chapter at that meeting. Meeting will be Sunday morning at 8:00 AM.

#### Region Web Site

Being handle by the publications committee. Effort is ongoing.

#### Region training workshop

Discussion on how to handle it. And when ...April 17 and 24, 1999 Mike to conduct one for RI and North. And Marty to conduct the other two.

Northeast Region Board of Directors Meeting  
September 09, 1998

Next board meeting will be held on March 19 & 20, 1999 in Albany, NY at the Desmond Hotel.

### Region Conferences

Marty gave over view of existing process currently in place. Reviewed Hartford and Maine/New Hampshire conference. Spoke about the problems existing and touched upon Rochester conference.

Is funding the conference the responsibility of the region or chapter. Frank D. responded that it should be the chapters responsibility.

Walter offered information on how we got to where we are today. He explained some of the past history regarding conferences. Walter pointed out that resources are very limited and partnering is an important issue.

Tom Zimmerman of Rochester offer his agreement with Frank D. that the chapters should handle the conference totally. Rochester wants to do the conference again. He explained the formulation of the current conference to date.

Joe from Vermont offered to look back at history and research what it is we want at these conferences.

Lou-Ann feels that the region taking over the conference was reactionary instead of Pro-active.

Ted feels that we are lacking in the transfer of knowledge from one chapter to another. However, Tom of Rochester feels that there was good transfer.

Rich Roberts reviewed his position as conference chair and how each chapter should do there part and bring in one sponsor each. However, this is not happening.

Cal Bowne being involved for over 25 years and having seen over 8 conferences is in support of separating the funding issue from the planning and achieving issue. He feels the region needs to establish a format by which region conferences operate. Time 2:10 PM

He proposes to establish to funds...FIXED and VAIRABLE ..The fixed fund should cover all basic conference costs.

Ed Goldberg made the point that a task team should be appointed to review and discuss this issue and report back to the board with there recommendations. This Board is not the venue to accomplish this task.

Northeast Region Board of Directors Meeting  
September 09, 1998

Dale feels a committee is needed within the region to coordinate the efforts of the conference. This committee should cover the basics and coordinate with the host chapters.

Wrap-up

Conference issue to be placed in committee... are we leaving Lake Placid conference out to dry.

Tom Z. feels that the conference task force needs to look at the funding issue only. This is most important. What if region dues were increased by X to offset conference costs per member.

Motion made by Sam Woodward move that the region assess each chapter 20 per member to fund the region conference. Seconded by Cal Bowne

Sue B. amends the motion that the region assess the membership to cover the short fall of region conference.