

BOARD REPORT



Northeast Region Board Meeting – April 11, 2010

DATE: April 3, 2010
TO: Northeast Region Board of Directors
FROM: Richard A. Eustis, PE, FCSI, CCCA, CSC; NE Region President
SUBJECT: Report of Region President

A. Report Summary

1. Attended activities in two other Regions to learn ways to improve the NE Region.
2. Only visited one other Chapter in addition to “Home” Chapter.
3. Increased communications with Chapter Presidents, Region Directors and Region Executive Committee on items needing attention or as alerts to activities.
4. Undertaken activities based on priorities established at August Region Board Meeting.

B. The Report

1. Summary of activities since last report:
 - a. Since the August Board Meeting, at my own expense I have attended a Middle Atlantic Region Conference and a Southeast Region Leadership Training Conference. These visits were intended to see first-hand, how other Regions were addressing the transition in Region governance and to attempt to learn how the NE Region might improve their operations. Although the NE Region may see some issues that need to be addressed, what I found was that the NE Region is not faced with some of the problems found in these 2 other Regions. All of the NE Region Chapters are active and have Chapter Leaders where both other Regions reported Chapters that were inactive, had not met for some time and were not represented at Region activities. Both of the Regions did report similar problems with finding members to serve in both Chapter and Region Leadership positions. The SE Region had made a special effort to have CSI Student Members attend their Leadership Conference and had paid the expenses of the student members that attended. Also, a significant segment of the Leadership Conference Program was devoted to Student or newly graduated members. This did increase the attendance. I found the Middle Atlantic Region Conference more “bare-bones” than most of the NE Region Conferences. The Middle Atlantic Region did not have any “Product Show” in conjunction with the Region Conference and for the first time, did have “Table-top” exhibits at the opening “Get acquainted Mixer” as a way of generating income.
 - b. I have only visited one Chapter, New Hampshire other than my own since the August meeting. Good intentions did not pay off. I am asking each Chapter to let me know if their Chapter would like a visit from the Region President, what they would like the visit to accomplish and what are their expectations for the visit. I’ll attempt to do better with Chapter visits during the coming months than in the past.
 - c. Several email communications have been sent to Chapter Presidents and Region Directors encouraging an increased level of Chapter activity in serving “Emerging Professionals”.

Some suggestions have been made but service to “Emerging Professionals” must start at the Chapter Level with an encouragement and an opportunity to participate in Chapter activities. The Region can provide some support but each Chapter is unique and the Region can be supportive but not replace the local Chapter.

- d. The Region Planning Committee was asked to develop a recommendation for an increased level of Chapter/Region Leadership Training for the NE Region. Their report is expected for the April Meeting. Because the Region Planning Committee required time to develop their recommendation and the Region Board in August had identified this issue as one of the top four issues facing the Region, your Region Executive Committee has developed an interim Chapter/Region Leadership training program that is being offered in conjunction with the April Board Meeting. We do hope the attendance confirms the importance the Region Board placed on this issue last August.
 - e. The Executive Committee has done some work on a “New Model for the Region Conference” but the work has not been concluded. It appears the consensus is that the workload for the Host Chapter should be greatly reduced, possibly only being responsible for locating the site, establishing the date, and organizing the program with most of the balance of the work being done by a “Conference Manager”, retained by the Region and who could serve for multiple conferences based on performance.
 - f. As Region President, I have attempted to increase the communications with Chapter Presidents and with Region Directors on issues that should be of importance to the Region and its members. I have also encouraged the Region Committee Chairs to increase their communications with their counterparts at the Chapter. In many case, the primary function of Region Committee Chairs is to facilitate an increased level of communications about a variety of issues related to their Committee. Our Region Committee Chairs should serve as a vital communication link assisting Chapter Committee Chairs in understanding Institute Programs and helping Institute Committees better understand the needs of Chapters
2. Status of current programs:
- a. I am pleased that the Region was able to nominate two well qualified candidates for the position of Institute Director but was a little disappointed by the number of Region Members that participated in the Institute balloting process. Institute-wide, only 20.39% of the eligible members voted but even though we had 2 candidates for Institute Director and a Region Member on the ballot for Director-at-large, only just over 19.3% of the Region Members voted. As a Region, we should be doing better but it will take each Chapter promoting the voting process.
 - b. I was also disappointed in the number of Institute Awards what will be presented to NE Region Chapters or Members at the upcoming Institute Convention. It appears that two NE Region Chapters, Maine and Vermont, will receive “Outstanding Chapter Commendation” next month but that is the extent. The NE Region has other Chapters that should qualify for this commendation and several Chapter activities or members that are well qualified for other awards but it appears that few submissions were made. Each Chapter should make it a priority to carefully read the criteria for each of the Institute Awards and then submit nominations for those where they have a qualified nominee. This is equally true for nominations for Institute Fellowship. The Region Awards Committee should be available to help and answer questions.
 - c. Many Chapters in the Region have seen a decrease in membership and the Region as a whole is down slightly. Even though we are close to the end of a fiscal year, we all need to work towards increasing the membership in CSI. Most chapters are offering educational programs that provide AIA Learning Units and we need to promote our CSI Certificate and Certification Programs as a membership attraction.

- d. A reminder has been sent to all Chapters about promoting the Institute Convention, Construct 2010 which will be held in Philadelphia in May. For Chapters that are within reasonable commuting distance of Philadelphia, a special attempt should be made to encourage non-members to attend the Exhibit Floor activity. This would be a good way to introduce a prospective member to CSI and exhibit floor passes may be obtained free if reservations are made before the deadline.

3. Problem areas:

- a. We still have a problem finding members that are willing to serve as Region Committee Chairs and “Co-chairs”. Appointments to these positions are for a 2-year staggered term. Both Region Directors and the Region Nominating Committee have a responsibility to identify Chapter Members who are interested in serving in Region Leadership positions but few have been identified. We need the help of all Chapters in identifying members to serve as Region Committee Chairs as this is a major part of our pool of future Region Officers.
- b. Collectively, we need to improve our communications. Changes are occurring in CSI and our industry that need to be communicated with not only our membership but also to the industry at large. For example, CSI has discontinued the support of the 1995 edition of MasterFormat but does the membership or the industry understand the implications on their day-to-day activities? A few months ago, the Institute Region Allocation Program Committee distributed a questionnaire to be completed by Chapters but the completed copies that I saw indicated a lack of understanding of the Relationship between Region Committees and individual Chapters. We need to do a better job in explaining this relationship.
- c. The Region still has not identified ways to serve the non-affiliate members in the Region. This group is as large as the largest Chapter and needs consideration as they are contributing to the finances of the Region.

4. Success stories:

- a. As indicated above, one of our successes has been the nomination of two qualified candidates for the position of Institute Director.
- b. We have finally recruited a Chair of the Region Product Show Committee after the position was vacant for a few years. Thank you Tracey Powell for stepping forward. We are still looking for a Region Technical Committee Chair and a replacement for Mike Debiak as Region Publications Chair for FY2010. We also have multiple opportunities for members to serve as Region Committee Chairs for 2-year terms beginning July 1, 2010.

5. Schedule of activities prior to next Board Meeting:

- a. Attend and participate in Construct2010 in Philadelphia.
- a. Arrange for a significant number of “Chapter Visitation” with priority given to Chapters that have not been visited during the past 3 years.
- b. Encourage Region Committees to increase services to Chapters

6. Changes in Chapter Membership since last report:

- a. This section for use only by Region Directors.

C. Suggestions for the benefit of the Region

1. Address the issues related to services for non-affiliated members.
2. Both Region and Chapter Leaders should increase their knowledge and understanding of the Region Administrative References.

3. Chapters should help their members understand the use of the Region Website as an informational tool and Chapters should increase the use of the Region Website as a part of their Chapter Communications Plan.

Respectfully submitted;

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END OF REPORT

Cc: Region Secretary