



# BOARD REPORT

## Northeast Region Board Meeting – August 27, 2009

**DATE:** August 13, 2009

**TO:** Northeast Region Board of Directors

**FROM:** Brian H. Neely, AIA, NCARB, CDT, Boston Chapter President, Planning Committee Chair

**SUBJECT:** Report of the Planning Committee

### A. Report Summary

1. This report includes the status, progress and problems encountered implementing my CSI NER plans as Region Program Committee Chair.
2. This includes researching and planning for reinstatement of a regional leadership training program.

### B. The Report

1. Summary of activities since last report:
  - I received the FY10 Region appointment email and reviewed the Roles and Responsibilities for the Planning Committee.
  - I have initiated discussion with the committee with regards to responsibility item “e” of the Planning Committee as stated in the Region Administrative Reference and as directed by the Board.
  - We are reviewing the current Region Strategic Plan which was reportedly updated recently but have no recommended modifications at this time.
2. Status of current programs:
  - Current discussion of hosting leadership training programs at locations where several chapters could attend – location should be within 50 miles or 2 hours of chapters.
    - a. Based on geography we have considered four general chapter groupings - some chapters may split between areas
      - 1.) Eastern New York Chapter, Maine Chapter, New Hampshire Chapter, Vermont Chapter, (Boston Chapter)
      - 2.) Boston Chapter, Rhode Island Chapter, Hartford Chapter, Worcester County Chapter, (Housatonic Chapter), (Eastern New York Chapter)

- 3.) Eastern New York Chapter, Syracuse Chapter, Rochester New York Chapter, Buffalo-Western New York Chapter
- 4.) New Jersey Chapter, Long Island New York Chapter, Metropolitan New York Chapter, Housatonic Chapter, (Hartford Chapter)
- b. Leadership training program should be reinstated at the regional conference. Based on the location of the Regional Conference, one of the above locations would not be necessary keeping the total training programs to four a year. \
- c. Timing of the programs will depend upon the board and presenters schedules but we recommend one per quarter.
- Presenters at these meeting should include a mix of
  - a. Local chapter leaders and volunteers
  - b. Regional and National NE representatives
  - c. And potentially outside experts
  - d. The committee will formulate a general outline of information to be presented
- The last hurdle will be funding these meetings.
  - a. We are currently discussing that the Region should cover cost of location and presenters.
  - b. Chapters cover cost of attendance from members to cover expenses
  - c. And outside sponsorships.

Problem areas: We are hampered by a lack of information from previous years and any successful training program will be dependant upon strong leadership from the board, volunteers and presenters, and being successful and following up the program year to year.

- 3. Success stories: We are just beginning so we do not have any success stories at this time but hope to fill this section up next time.
- 4. Schedule of activities prior to next Board Meeting: Coordinate with the Board and Committee members to successfully plan for and organize a leadership program guide.

### **C. Suggestions for the benefit of the Region**

- 1. NONE

#### **Respectfully submitted;**

Brian H. Neely, AIA, NCARB, CDT  
 Planning Committee Chair  
 163 Libbey Parkway  
 Weymouth, MA 02189-0004  
 781-335-6465  
 bhn@gainc.com

**END OF REPORT**

Cc: Region Secretary