



Northeast Region Construction Specifications Institute BOARD REPORT

DATE: June 1, 2019
TO: Northeast Region Board of Directors
FROM: Marty Helly, NE Region President
SUBJECT: Report of President

A. Report Summary

1. The Northeast Region CSI has been moving forward with providing assistance to chapters to ease some of the administrative burden and ensure the online presence. We have re-established our annual conference. Our other activity at the region level has been limited. There are some positive results being obtained at some of our chapters but others are struggling.

B. The Report

1. Summary of activities for FY 2019:
 - a. Chaired executive committee planning meeting in Hartford July 9.
 - b. Met with Hartford Hilton staff on July 9. Negotiated contract over next several months.
 - c. Attended Worcester Board Meeting Aug 21st
 - d. Assisted in planning fall meetings for Rhode Island Chapter
 - e. Hosted/chaired online Region Summer Board Meeting Aug 22nd
 - f. Met with web admin in Boston Sept 9th
 - g. Attended Worcester Board Meeting Sept 11th
 - h. Attended Housatonic Chapter Meeting Sept 18th
 - i. Attended Rhode Island Chapter Meeting Sept 20th
 - j. Hosted online conference committee meeting Sept 24th
 - k. Chaired NE Region Caucus in Long Beach CA Providence Oct 3rd.
 - l. Chaired Fall Board Meeting in Long Beach CA on Oct 4th.
 - m. Represented NE Region at Institute Annual Meeting on Oct 5th.
 - n. Attended Hartford Chapter Meeting and met with Hilton staff Oct 9th
 - o. Met with Marketing Support Admin Oct 25th
 - p. Attended Worcester Board Meeting Nov 6th
 - q. Attended Conference Committee Meeting Nov 12th.
 - r. Organized/attended RI Chapter meeting Nov 14th
 - s. Attended Worcester Chapter Meeting Dec 7th
 - t. Organized/attended RI Chapter meeting Dec 12th
 - u. Attended Worcester Chapter Meeting Jan 15th
 - v. Attended New Jersey Chapter Board Meeting Jan 16th
 - w. Attended Worcester Board Meeting Feb 5th
 - x. Hosted/chaired online Region Winter Board Meeting Feb 6th
 - y. Attended joint Housatonic/Hartford Conference Meeting Feb 19th.
 - z. Attended Eastern NY Chapter Meeting March 26th.
 - aa. Attended Southwest Region Conference in Phoenix April 3rd to 5th
 - bb. Met with Marketing Support Admin April 8th
 - cc. Attended Syracuse Chapter Meeting April 10th
 - dd. Attended Buffalo Chapter Meeting April 11th
 - ee. Attended Worcester Chapter Meeting April 16th

- ff. Attended RI Chapter meeting April 23rd.
 - gg. Hosted Region Nominating Committee meeting May May 3rd
 - hh. Met with Marketing Support Admin May 7th
 - ii. Attended Worcester Board Meeting May 7th
 - jj. Will be chairing conference and board meeting May 30 to June 1
2. Status of current programs:
 - a. Rhode Island, Worcester and Region are making full use of Marketing Support Administrator.
 - b. In addition to the Region using the NERCSI domain, Rhode Island, Housatonic and Long Island have subdomains hosted by the Region. Worcester is using its own domain administered by the Region web assistant. Buffalo has used region support for their wixsite.
 - c. NE Region Conference will be held in Hartford May 30th to June 1st.
 - d. Negotiations with hotels are underway for conference in Plymouth, May 2020.
 - e. We have made progress re-establishing Rhode Island as an active chapter.
 - f. Elections for President and Secretary will be held at the Board Meeting. As of the writing of this report there are potential nominees for Secretary but not for President.
 3. Problem areas:
 - a. Membership is turning over. Chapters are losing aging members but thanks to revived activity, some of the chapters are seeing an influx of new members but it takes time to get any involved in volunteering for leadership positions.
 - b. Several of our chapters are in a distressed condition. This is defined as declining in membership, not holding monthly meetings, not having a full slate of board members, not having elections and changeover of board membership.
 - c. We do not have active region committees and chairs.
 - d. At the fall board meeting, less than a third of the Directors took the time to submit chapter reports in a timely manner missing this opportunity to share program successes and ideas. The lack of information about chapter activities also makes it difficult to schedule chapter visits and meetings to allow the region executive committee to support the chapters.
 - e. Due to employment changes and other issues, our Secretary has not been able to perform his duties. This has resulted in a gap in communications and lack of timely nominating committee activity.
 4. Hope:
 - a. If Region Directors accept their liaison responsibilities and put in a few hours per month, we can have active committees that will support the chapters.
 - b. We have the staff personnel to support chapter web presence and marketing. We are putting these to good use for several chapters and the region. These services are available to the struggling chapters if they reach out for assistance.
 - c. Our marketing support admin has participated in the Institute's Dynamic Chapter Program using the Worcester Chapter as a test case. There are positive lessons learned that can be applied to all chapters.
 - c. The Region is in sound financial condition and can support activity if we make the effort.

Respectfully submitted;

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END OF REPORT

CC: Region Secretary