



Northeast Region Construction Specifications Institute BOARD REPORT

DATE: May 28, 2019
TO: Northeast Region Board of Directors
FROM: Brian Leet, Director to Region

SUBJECT: Vermont Chapter of the Construction Specifications Institute (CSI Vermont)

A. Report Summary

B. This year was a challenging one for the Vermont Chapter. We started the year with a seven member Board of Directors and essentially no other volunteers or committee members. During the year we have lost two Directors and formally reduced our board size to five. The year is ending on an up note. We have hired a part time executive director who will be assisting with strategic planning, event planning, outreach, bookkeeping and continuity. We have a new Director and an additional volunteer for committees. We have a planning retreat schedule for June 8. We have also completed a successful event in conjunction with the AIA which has already received local press coverage.

C. The Report

1. Summary of activities 2018-2019:

October 23, 2018: Silica in Construction

No. of attendees: ~60

Opinion: Primarily attended by the employees of one local contractor and a few key related subcontractors. This three hour session provided crucial safety information to certain construction trades but was too detailed on means and methods to be of much interest to the relatively few design professionals in attendance. Well sponsored and attended. Well appreciated by trades attending but did not prompt any apparent further interest in CSI.

March 6 – April 10, 2019: CDT classes – 6 weeks

No. of attendees: ~10

Opinion: Six week class to prepare for CDT was well received. Some prodding has yielded one new Director and a possible additional volunteer from attendees.

May 21, 2019: ACX 2019

No. of attendees: ~105 including exhibitors, sponsors, community members

Opinion: Sixth year of joint event with AIA. This year we transitioned to a format with a 3 hour afternoon charrette which invited in select community groups and gave opportunity for sponsors and exhibitors to sit around the table with designers and community stakeholders working on a specific problem for a few hours. The event was also held in one large room for

the entire day, so that exhibitor tables were always visible and available. The reception was extremely positive across the board. It was a well-received keynote, panel, and afternoon. It is likely that this event will be repeated. This author was chair of the organizing committee, making this the ninth year of having the same or similar organizing leadership role, and has extended an invitation for new volunteers to take on that position for the next session.

The event website is at <http://www.acxvt.com>

One local paper has already publicized the participation of one community group: <https://www.samesessenger.com/architects-crack-opera-house-case-for-free/?fbclid=IwAR1bZYSmCqgN9Uepp5qPh02HRdVOqS6Y5bnP9h5Mos1PV0vKN9VfLPRRMvc>

We will continue to work to publicize this to raise the profile of both organizations for the public.

2. Status of current programs:

June 8, 2019: Strategic Planning. Jack Northrup, our new executive director, will shepard the incoming 2019-2020 board of directors through a four hour strategic planning session.

No. of attendees: 6 anticipated

3. Problem areas: Lack of volunteers had led to lack of activities which has led to lack of opportunities to recruit volunteers. We are developing plans to break this cycle.

4. Success stories: ACX 2019, while slightly lower attendance and revenue was wildly successful in generating much more positive feedback and engaging a significantly greater number of invested volunteers.

Our chapter finances remain strong and the diligence of past members to build such a cushion has opened the opportunity for us to pursue new strategies to return to greater activity.

5. Liaison Activities: None have been accomplished. While I value the opportunity for shared communication with other chapters, and the relationships over the years with other chapter regional directors, the expected focus of Vermont chapter volunteers in the coming year is necessarily on rebuilding our foundation and structures.

D. Chapter Leadership Roster

1. Chapter Officers

President:	Eric Lussier	elussier@precisionathleticsurfaces.com
Treasurer:	Rebecca Campbell	rcampbell@kalinassociates.com
Secretary:	Brian Leet	bleet@ffinc.com
Director:	Cam Featherstonhaugh	cam@TruexCullins.com
Director:	Nathaniel (Natty) Jamison-Root	nathaniel@pcivt.com
Region Director:	Brian Leet	bleet@ffinc.com

2. Chapter Committee Chairs

TBD

3. Chapter Nominating Committee Appointee

Rebecca Campbell

Respectfully submitted;

Brian Leet

Region Director CSI Vermont Chapter

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END OF REPORT