



**Northeast Region CSI, Inc. | FY22  
Winter Virtual Board Meeting**

January 26, 2022

Build Strong Chapters through Communication and Collaboration

**MEETING MINUTES**

1) **Call to Order:** 6:33 PM

2) **Introduction of Participants:**

Boston: Len Anastasi, **Present**

Buffalo: Jim Grucella, **Present**

Eastern, NY: Stephen Van Hoose, **Present**

Hartford: John Robitaille, **Present**

Housatonic: Chris Meyers, **Present**

Long Island: Ken Gehringer, **Present**

Maine: Valerie Paquin-Gould, **Present**

Metro NY: Bill DuBois, **Present**

New Hampshire: Tom House, Absent

New Jersey: Barton Ross, **Present**

Rhode Island: Tanner Tribolet, **Present**

Rochester: Lee Curtis, Absent

Syracuse: Kevin Phillips, **Present**

Vermont: Rebecca Campbell, **Present**

Worcester: Steve VanDyke, **Present**

President: Joseph Lobdell, **Present**

Immediate Past Pres: Len Anastasi, **Present**

Vice President: Ken Lambert, **Present**

Treasurer: Thomas Scriven, **Present**

Secretary: Renée Pecquex, **Present**

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Additional attendees:

Terri Bracken, Marketing Support Admin.

Marty Helly, Conference Committee Chair

Thomas Lanzelotti, NER Institute Director

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3) **Approval of Agenda:**

a) Agenda was approved unanimously

4) **Approval of Minutes:**

a) A motion to approve October 23<sup>rd</sup> minutes was made by Bill DuBois and seconded by Ken Gehringer. The meeting minutes were approved with a correction noted, as Chris Meyers (Housatonic) attended the October board meeting (not Roy Olsen).

5) **National Level:**

- The Board met during the Master Specifiers retreat in Tuson, AZ. Tom L shared that they worked on the goals they established for Mark Dorsey and Bill Charney (consultant) spoke on policy and governance. Regional borders have been approved and affiliation agreements are next.



- In July every member will be associated with a Chapter and members can select their chapter. Marty Helly pointed out that National should assign members by their current chapter by default, not zip code. Boston and Worcester are in the process of establishing boundaries.

## 6) NER Level - Committee Activity

### a) **Audit Committee:** Roy Olsen (Board Liaison)

- The Audit Task Team – Health Waldorf, Marty Helly & Roy Olsen, submitted a report on Jan 3<sup>rd</sup>. They reviewed documentation by the Treasurer as of August 4<sup>th</sup>, 2021. Marty Helly spoke on behalf of Roy Olsen and said Tom Scriven is doing a great job.

### b) **Awards Committee:** Barton Ross (Chair), William Badge and Brian P. O’Donnell (support). Barton said new logos will be on April certificates. Joe Lobdell obtained a quote to redo the bronze badges, but it was decided to use the old ones for now.

### c) **Conference Committee:** Marty Helly (Chair)

#### i) Spring 22

- Marty reported \$1,000 is being spent for advertising and there are plenty of sponsors. Liz Icenogle will attend and will lead a Dynamic Chapter Program event.
- Spouses are covered under a member’s registration.

#### ii) Spring 23 – NJ is the host Chapter – The Jersey City Hyatt has been contacted for estimates for either April or May. The Mid-Atlantic region may co-host the event with us.

#### iii) Spring 24 – Syracuse is scheduled next but has not been confirmed.

### d) **Finance Committee:** Rebecca Campbell (Chair)

- Report submitted.
- Assessments were sent to the Chapters and monies are coming in per Tom S.
- There’s a 10K budget on board member expenses for the conference

### e) **Nominating Committee:** Renée Pecquex

- Expiring Terms are - VP (Ken L) Finance/Treasury (Tom S)
- 8 Chapters have assigned a Nominating Committee Representative so far while 9 chapters have yet to establish a representative.
- A meeting will be planned in March to establish the slab. Voting will be on April 30<sup>th</sup> during the conference.

### f) **Outreach Committee:** Steve Van Dyke (Board Liaison)

- Certification – CDT classes have been the focus of the committee and classes begin on February 15<sup>th</sup>. Steve encouraged us to keep promoting the classes in our chapter and said hand-out for the classes has been posted on the region website.
- Education Database – It was mentioned that Star Chapter might be able to absorb the expenses for the education database.



- Social Media – Needs a new chair. Terri Bracken and Mike Helly have been posting on our social media accounts (Facebook & Twitter).

7) **Chapter Status / Updates / Reports** – Joe Lobdell

- a. Keeps rosters updated – Advise Terri Bracken of any changes.
- b. Keep websites updated – Ensure current board members are on chapter websites.
- c. How can the NER help you? – Support sources include the executive board as well as Terri Bracken and Mike Helly.

8) **NER Support**

- a. Chapter Mailings/Mail list maintenance
- b. AIA / CES handling
- c. Chapter Websites/ Web Assistance

9) **New Business** – Joe Lobdell & Ken Lambert

1. New NER centralization support – Survey results from Jan 17<sup>th</sup> were discussed. The consensus areas the region can work on are:
  - i.) Establishing a centralized program database.
  - ii.) Star Chapter – The board is exploring whether this could work on the region level.
  - iii.) Newsletter – An NER newsletter can be centralized but needs further discussion.
  - iv.) Social Media – The region can assist with social media so there's less duplication.
2. How do we increase membership/see survey – Joe discussed continuing membership chair roundtables. Region membership is 668 to-date.

10) **Board Schedule**

- a) Spring Meeting (in person)  
Plymouth, MA April 30<sup>th</sup>
- b) Summer: Virtual Date/Time TBD

11) **Adjournment**

- The meeting was adjourned at 8:02 pm

Respectfully,

Renée Pecquex

Northeast Region Secretary (FY 2022 - FY 2024)