

BOARD REPORT
Membership Committee
Northeast Region Board Meeting
October 2023



DATE: October 16th, 2023
TO: Northeast Region Board of Directors
FROM: Jacquelyn Cox, CSI, Chair, Membership Committee
SUBJECT: Membership Committee Report

A. Highlights

1. Responses to membership meeting survey was incomplete – 6 out of 14 responded. No responses from Boston, Eastern NY, Hartford, Long Island, Metro NY, Rhode Island, Rochester, and Syracuse.
2. Updated Short Term Goal: Ensure all chapters in NER have a Membership Chair by Dec 2024. We have 6 of 14 filled. The following Chapters are unfulfilled according to the MasterFile:
 - Boston
 - Eastern NY
 - Housatonic
 - Northern New England
 - Rhode Island
 - Syracuse
 - Worcester
3. Last report we had 697 current members in the Northeast Region. Today we have 686 current members.

B. The Report

1. Committee Activity: Monthly meetings are underway despite the lack of responses. Meetings will be as follows. Invites will be sent to appropriate members.
 - November 8, 2024
 - January 24, 2024
 - March 13, 2024
 - May 8, 2024
 - July – We will skip this month as most responses were no for all days given.
 - September 25, 2024
2. Status of Membership: Overall, membership has decreased - that is due to expiring members who are not renewing. We have added new members to most chapters but retention seems to be our major issue at the moment. I would be interested in understanding why members are not renewing.
3. Issues?: Reiterating from my last report, we should ensure all chapters have a Membership Chair or someone responsible for welcoming new members & keeping in touch with expiring members. Participation / response to meeting surveys is always below 50%.

4. Goals Moving Forward: I would like to put together a Membership Toolkit approved by the NER that would be given to each Chapter and their Membership Chair. (Unless we already have Toolkit and I am not aware.) I have been reviewing various NE Chapter's information and compiled a list of materials that some have & others don't. The package would include the following:

- New Member Welcome Email Template
- Expiring Membership Email Template
- Why Join CSI One Sheet (National Edition)
- Log On Information to CSI
- One Sheet on Certifications

October 2023 NER Membership

Chapter	Count	New Members (Last 30 Days)	Due to Renew (Next 30 Days)	Terminated (Last 30 Days)
Boston	111	1	4	3
Buffalo-Western New York	31	0	1	4
Eastern New York	31	1	2	1
Hartford	30	0	1	1
Housatonic	23	0	1	1
Long Island	26	0	2	1
Metropolitan New York	150	4	3	2
New Jersey	79	0	3	2
Northern New England	28	3	0	1
Rhode Island	17	0	2	0
Rochester New York	83	1	4	0
Syracuse	24	1	0	0
Vermont	17	0	0	0
Worcester County	36	1	0	0
Total	686	12	23	16

Question: Is New Hampshire a chapter? It does not show up on the Dashboard with data but the MasterFile indicates that it has a Board.

Respectfully submitted;

Jacquelyn Cox,
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END OF REPORT