



THE COUNCIL OF EDUCATIONAL FACILITY PLANNERS INTERNATIONAL

CEFPI NE Region Board Meeting Teleconference 01-09-2014

Convened at 12:02 PM

Present: Rob Pillar, Robert Hendriks, Dick Moretti, Janell Weihs, Phil Poinelli, Ron Lamarre, David Schrader

Absent: Jim Hutchison, Peter Winebrenner

BOARD AGENDA

1. Approval of Minutes 12-12-2013 Conference Call minutes: Approved as amended.
2. Reports:
 - a. Treasurer - Richard Moretti: Dick explained that he previously sent out a year-end financial report to the Board. The ending balance for the Region is \$43,177.93. Dick explained that he would like to see the Region with an annual ending balance no lower than \$50,000. Having such a balance will ensure fiscal integrity for the Region and assure flexibility in the Region's ability to fund various initiatives. He reminded the Board that most of our revenue is derived through the annual conference. Because of that, it is imperative that there be continued efforts on behalf of the Board to contact potential Industry Partners and Sponsors.
 - b. International Board - David Schrader: No meeting since the last report. There are a number of sub-committees that are continuing to work. Phil explained that CEFPI is working on a program for allied organizations and he has been appointed as the AIA CAE liaison to CEFPI for that initiative.
 - c. Membership - Ron Lamarre: Membership – Ron Lamarre: Webinar was cancelled due to technical difficulties and will be rescheduled. David will review any potential communications for consistency with International. Rob asked Ron to give prospective "drops" a call. Rob said that he will be communicating by email with the new members welcoming them. David reminded the Board to review the membership competition tally to track membership.
 - d. Nominating / Awards Committee - Phil Poinelli: CEFPI Commission volunteers will be selected by the end of the month. Phil explained that the CEFPI Fellowship nominations are needed. Janell will review the database and let the Board know who qualifies from the Region. Lifetime Achievement Award nominee is needed. Phil indicated that the list for the Fellowship might be a good starting point for this as well. Phil would like to have the Region still have a "Planner of the Year" for the Region. Phil will report back at the planning session in New York. Discussion of representation to the International Architectural Award Jury. General discussion of awards given at the annual conference, typically awarded by the President.
 - e. NE Conference 2014 – Baltimore -Jim Hutchison/Richard Moretti: Dick said that planning is continuing. He reminded everyone that the solicitation of Industry Partners

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and Sponsors is imperative to the financial success of the conference. One keynote slot has been filled, but the second remains open. Secretary Duncan's office has been in touch and the Secretary will not be able to attend. We currently have \$8,000 in sponsorships and 2 booths at \$1,500 total. Registrations so far are 2 members-full; 3 non-member-full; 1 Thursday, 2 Friday, and 2 Friday evening tickets for a total of \$2,765. Phil will touch base with a potential keynote speaker. Dan Dominic, director of AASA was also suggested as a possible speaker (he was a keynote speaker at Columbia University). Discussion of the response to the Call for Presentations. Dick explained that the deadline will be extended to January 30th if insufficient responses are received.

- f. School of the Future - Peter Winebrenner: No Report.
- g. New York Chapter - Robert Hendriks: Board meeting set for next week. Wants to discuss next year's Regional meeting and strategic planning.
- h. Chesapeake Bay / Delaware Valley Chapter - Richard Moretti: Dick explained that the Chapter will be scheduling a workshop no later than the end of February. This workshop will be held at McKean High School in Wilmington and will feature tours of a recently completed culinary arts facility and a radio/television studio. Lunch will be served by the culinary arts students in their restaurant. Participation is limited to 20 and will be on a first come, first served basis. Phil Conte will be coordinating the workshop.

3. Old Business

- a. Newsletter-Rob would still like to get a newsletter out by the end of the month. Folks were asked to get those to Dick by the end of next week. Topics as assigned previously.
- b. Strategic planning session February 17, 2014-Robert explained that he was anticipating having an event in conjunction with the strategic planning session, but educators would not be present because of mid-winter vacations. General discussion of date. General consensus that the 17th is a good date. The strategic planning session would be open to everyone, not only Board. Steelcase showroom in NYC will be the venue. The event is to have strategic planning in the morning (beginning around 8:00 am to 9:00 am), have lunch, and meet with Steelcase briefly in the afternoon. Rob and Robert will take the lead in developing an agenda. Rob wants to survey the membership to solicit input into the process. Broad representation in the process is desired.

4. New Business

- a. None

Next Meeting: Thursday, February 13, 2014 at noon.

Meeting adjourned at 12:47 pm.

Respectfully Submitted,

