

**Boston Chapter of CSI**  
Meeting Minutes

*Wednesday, May 11, 2016*

*Present:*

1. Michelle Roberts, President
2. Cynie Linton, President-Elect
3. Howard Levine, Vice President
4. Herb Ule, Treasurer
5. Susan Borne, Secretary
6. Diana Hart, Director
7. Ralph Enos, Director
8. Kelsey McMenemy, Director
9. Heidi Jandris, Director
10. Len Anastasi, Director
11. Bob McEachern, Director N/E Region
12. Kevin Murray, Microsite/Website Editor
13. Matthew Zyrkowski

*Next meeting:* September 14, 2016, 4:15 pm, UMass Club, One Beacon Street, 32<sup>nd</sup> Floor, Boston, MA

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**CURRENT MEMBERSHIP 165**

(No current break-down of members)

CDT	N/A
CCS	N/A
CCPR	N/A
CCCA	N/A

New and Renewing: N/A

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**UPCOMING INDUSTRY EVENTS**

- CSI Northeast Region Meeting, May 20-21<sup>st</sup>, New York City
- CSI Boston Chapter Summer Social, June 8<sup>th</sup> from 5:00 – 8:00 pm at Sika/Sarnafil, 225 Dan Road, Canton, MA
- CSI Boston Chapter Strategic Meeting, July 21<sup>st</sup> from 12:00 – 4:30 pm at UMass Club, One Beacon Street, 32<sup>nd</sup> Floor, Boston, MA

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**I. Announcements**

**Meeting Agenda**

Meeting called to order at 4:31 PM by President-Elect Cynie Linton. Those in attendance voted to approve the agenda. Meeting minutes from March's meeting were read into the record by Susan Borne. The Board voted to accept them.

- Tonight's presentation: "Resiliency and Sea Level Rise in 2016" panel discussion: Martine Dion, SMMA/Jessica Burdin, Lee Kennedy/Rebecca Hatchadourian, Arup/Nalan Cenol Cabi, AIR Worldwide
- 2 Tabletops expected for the evening.

## II. Discussions and Committee Reports

### Budget Report –

- No Report

### Priority Action Items –

- The presentation by Virtual, Inc. on May 11<sup>th</sup> prior to the board meeting was the first order of business. The consensus from the group that attended was that Virtual has the ability to offer the chapter a lot of valuable resources in terms of membership, visibility and programming. The upcoming meeting in New York may provide an opportunity to bring the company's offering to a regional level which in the long-term would be more financially beneficial for the chapter. Howard Levine will try to arrange this meeting. Cynie Linton suggested that while Virtual, Inc. pursues the Regional angle, the chapter should focus on what benefits it would like to see from Virtual. Cynie suggested using part of the Strategic Planning meeting in July for developing a vision of what the chapter wants to be. Bob McEachern said that he would strongly encourage the Region to take on the lion's share of the Virtual price tag and provide services back to the chapters on an "a la carte" basis. Michelle Roberts will send out an email to the membership to get ideas on what we need. It was agreed that no decisions on Virtual will be made until after the Strategic Planning meeting in July.
- Bob McEachern and Howard Levine will represent the Boston Chapter at the Northeast Region Meeting in New York City on May 20-21<sup>st</sup>. Howard is trying to arrange for Andy Freed, President and CEO of Virtual, Inc. to present to the group. Bob has asked that if there are any other matters that need to be brought up before the Regional board to please contact him directly.
- The Summer Social has been scheduled for Wednesday, June 8<sup>th</sup> from 5 – 8 pm. It will be held on the grounds of Sika/Sarnafil in Canton (225 Dan Road). Sika will providing everything but the food, beverages and music. Kelsey McMenamy has made arrangements with Franklin Caterers of Framingham to provide a clambake (including lobster and steak) for the group at a cost of \$4300 (based on 65 people). Kelsey estimates that alcohol (beer/wine) will be another \$300. Rockfon (Diana Hart) has provided a check for \$1000 to help sponsor the event. Jessica Holloway is pursuing other sponsorship opportunities. Tickets will be \$65.00/person and there is no cut-off for attendance at this time.
- Cynie Linton reported that there are now 5 programming slots still available for the 2016-17 session (September, February, March, April, May). She is urging anyone with ideas regarding programs to please contact her as soon as possible. The hope is to get the year's programming squared away so that the calendar can be designed, edited, printed and distributed prior to the beginning of the new fiscal year in September.

## **Ongoing Action Items –**

Communications Committee – No Report

Programming Committee – See Priority Action Items above.

Those interested in participating in the Programming Committee are welcome to attend the meetings. They are held on the 3<sup>rd</sup> Wednesday of the month at 1 pm at Whole Foods Market (340 River Street, Cambridge).

Publicity Committee – No Report. This committee will be revisited at the Strategic Planning meeting in July.

Membership and Awards Committee – No Report

Those interested in participating in the Membership/Awards Committee are welcome to attend the meetings. They are held on the 1<sup>st</sup> Wednesday of the month at 1 pm at Whole Foods Market (340 River Street, Cambridge).

Social Committee – See Priority Action Items above.

Northeast Region – See Priority Action Items above.

## **New Action Items –**

- Bob McEachern asked the Board to vote on Chapter sponsorship to help defray the cost of travel/conference fees of interested members to attend the CONSTRUCT show in Austin, TX on September 8 – 9<sup>th</sup>. Herb Ule stated that as a rule the Chapter sets aside \$1500 for this purpose. Howard Levine mentioned that the Chapter usually provides funds for the President and President-Elect to attend. Cynie Linton said that the conference is a good opportunity for networking and building a stronger Chapter. Bob said that he looked into the cost of attending – airfare was around \$300 and conference fees were \$375. Howard Levine made a motion to set aside \$3000 for the President and President-Elect to attend the CONSTRUCT show and an additional \$3000 to be divided among active members who are interested in attending. Prior to the vote it was discovered that President-Elect Bob McEachern would be attending the show because of his job and would not need the financial assistance. The amounts were changed to \$1500 for President and \$4500 to be divided between interested parties. The motion was seconded by Matthew Zyrkowski and was voted for unanimously.
- Cynie Linton recognized Diana Hart and Rockfon for sponsoring 3 members of Gensler to become members of the Boston Chapter of CSI. It was noted that firms generally aren't willing to pay for more than one membership to an association and when presented with a choice the architect usually chooses AIA.

## **Meeting was adjourned at 5:03 PM**

Respectfully submitted,  
Susan Borne, CSI, CDT