Annual Report
ERAPPA 2011

Halifax, Nova Scotia

AAPPA
Atlantic Chapter of APPA

dvappa

KAPPA
Keystone Chapter of APPA

MD/DC APPA

NJAPPA
New Jersey Chapter of APPA

NNECERAPPA
Northern New England Chapter
Eastern Region of APPA

OAPPA
Ontario Association of
Physical Plant Administrators

NYAPPA
New York Chapter of APPA

OCFMA
Ontario College Facilities
Management Association

SNEAPPA

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President's Message

***Terrence J. Pellerin*, ERAPPA President 2010-2011**

Associate Director of Facilities
Worcester Polytechnic Institute (WPI)

I have enjoyed this past year serving as President of ERAPPA. It is amazing to work with so many dedicated volunteers. The APPA organization is made up of hundreds of such volunteers working to improve the world of Facilities Management. If you have not had the opportunity to get involved at the Chapter, Regional or National levels, I encourage you to do so. By stepping up and volunteering, you will find the time spent rewarding both on a personal and professional level.

One of my goals as President was to develop an ERAPPA Internship Program. This program would allow students the opportunity to earn some money during the summer and also be introduced to Facilities Management as a career path. As I researched different programs and spoke to APPA colleagues in other Regions, I discovered that there was nationwide interest for a program of this type. Working with *John Bernhards* and *David Caine* there is now on the APPA webpage and area under Job Express for Summer Internship opportunities. I encourage all ERAPPA members to consider hiring one or two Summer Interns through the new Internship Program. We often speak about introducing younger professionals to our organization, this one tool which we can use to introduce young people to the Facilities Management and to APPA.

I would like to thank Worcester Polytechnic Institute (WPI) for allowing me the time and support to participate in this professional organization. Under the leadership of Dr. Dennis Berkey, President and Jeffrey Solomon, Executive Vice President/CFO WPI continues to be one of the premiere Engineering and Science University in the world. Its traditional emphasis on both theory and practice has remained consistently strong over the past 145 years.
I would like to thank the ERAPPA Board and all the volunteers who serve on APPA Committees, ERAPPA Committees and a special thank you to *Christine Matheson* and *Gary Schmeisser* and the 2011 Halifax Host Committee.

Vice President's Reports ERAPPA 2011

Technology and Communication Committee

Dan Gearan, Vice President

University of Southern Maine

A. Host Committee Liaison

Web Sites for Hosts - Provide Guidance and support to AAPPA and DVAPPA as they prepare for ERAPPA 2011 & 2012.

- Web Domains have been purchased for erappa2011.org, erappa2012.org and erappa2013.org.
- ERAPPA 2011 – The Conference Coordinator, *ConferSense Planners Inc.,* is handling the web site for 2011
- ERAPPA 2012 – The Hos Committee is working with the ERAPPA Web Host, *OGOSense***,** to design and host the 2012 web site.

On-Line Technology - Assist in continuing practice of On-Line *Registration*, *Call for Presentations*, & *Exhibitor/Sponsorship Support*.

- ERAPPA 2011 - Host Committee is used the ERAPPPA web page for Call for Presentations that was called from their web site.
- ERAPPA 2012 – ERAPPA had Board has voted to adopt the APPA Registration system for 2012 and future conferences. This will allow for consistency and common reporting of statistics. It will also reduce the burden on future host committees from having to recreate the registration forms.

Magnet Mail - Continue support and use of Magnet Mail to continue the move toward less paper and fewer mailings.

- ERAPPA 2011 – The Host Committee has been successfully using Magnet Mail. Postal mailings have been limited to post cards as pointers to web sites.

B. APPA Dialogue

Mailing Lists - APPA has given ERAPPA access to their BackOffice Mailing List Data.

- The ERAPPA Mailing List obtained through APPA continues to improve with advances made at APPA. Cleaner more complete Membership Lists are being downloaded from APPA and uploaded to Magnet Mail.

Privacy Policy - Verify ERAPPA is complying with APPA's Privacy Policy when using APPA's mailing list.

- In consultation with APPA, ERAPPA has developed and adopted its own Privacy Policy that will be posted on the web site.

C. Web Site

The ERAPPA Web Site *content management system* continues to add value to the ERAPPA Web Site.

- The web site was moved to a new hosting service this year. In addition to hosting the new service will provide backup and maintenance to the content management system. This service will allow for continuity when the VP of Technology & Communications changes.

D. Chapter Web Sites

Hosting of Chapter Web Sites - ERAPPA continues to offer hosting of Chapter Web Sites on the ERAPPA web Server.

- This continues to be available with our new web hosting service. Though many chapters are now utilizing content management systems hosted by the same service. We are also assisting other Chapters in setting up a *content management system* similar to ERAPPA's.

E. Newsletter

The electronic ERAPPA Newsletter has continued to develop into a more informative newsletter.

- ERAPPA News, Chapter Updates and Campus Spotlights are now regular content. In addition we have started to offer articles authored by Business Partners as educational content.
  Bob Cornero and Cynthia Segal are working as the editor with content being supplied by Chapter Presidents, Board Members and Business partners. Editions are live on the ERAPPA website and sent out via magnet mail.
- New this year when articles go live on the web site they are also sent to the ERAPPA Group on *Facebook* and to ERAPPANews on *Twitter*.

E. Conference Call Service

Conference Call Hosting - ERAPPA continues to offer hosting of conference calls for the ERAPPA Board, ERAPPA Committees and Chapter use. Conference call services are now being scheduled through the ERAPPA Web site.

Membership Committee

Greg Clayton, Vice President

University of Prince Edward Island

The ERAPPA Membership Representatives for 2010/2011 are:

Greg Clayton	Atlantic Provinces	AAPPA
Tom Wilson	Delaware Valley	DVAPPA
Peter Buchheit	Keystone	KAPPA
Phillip Brown	Maryland/ DC	MDDCAPPA
Fulvio Cesco-Canian	New Jersey	NJAPPA
Jeff Foster	New York	NYAPPA
Connie Simmons	Northern New England	NNECEAPPA
Chris Dupuis	Southern New England	SNEAPPA
Roy Langille	Ontario Universities	OAPPA
Harry Bakker	Ontario Colleges	OCFMA
John Bernhards	Associate VP	APPA

The Membership Committee met twice this year: first, at the ERAPPA Annual Meeting in Pittsburgh; and second, during the ERAPPA Mid-Year Meeting in Halifax. It was also at this meeting that the committee held a joint meeting with the Technology and Communications Committee. Emails were exchanged with the Committee Members throughout the year to discuss various initiatives.

The focus this year was on: *First Time Attendees reception, Scholarship Program, Meeting Membership Recruitment Targets through Goals and Initiatives*

A. Committee Mission Statement

The ERAPPA Membership Committee provides strategic guidance to retain and grow an actively engaged membership in concert with the local chapters with the requisite knowledge, skills, abilities and values to elevate the education facilities professional.

The Committee recommends to the Board strategies for growing ERAPPA membership and retaining current members. The Committee accomplishes this in part by working closely with APPA, and the local Chapters and by producing and approving annual member recruitment goals and strategy, and periodically reviewing and adjusting these goals as needed.

Finally, the Membership Committee provides perspective on the needs and expectations of ERAPPA's membership and works in tandem with other ERAPPA committees to assist in achieving this.

B. First Time Attendees Reception

Planning occurred for the 6th Annual First Time Attendee Reception being held in Pittsburgh. This important reception

- Provides a forum for new members to meet the Membership Committee members, the ERAPPA Board, Chapter presidents and APPA executives.
- Provides an opportunity to offer information on our conference and introduces them to next year's conference, including a draw for a free registration to Philadelphia 2012.
- Allows new attendees an opportunity to ask any questions they may have concerning the conference or our association.

C. Membership Scholarships and Recognition

The Scholarship Committee reviewed and scored all applications before the ERAPPA Annual Meeting held in Portland. The successful applicants were announced during the Business Meeting.

The 2010 ERAPPA scholarship winners were:

Name	Chapter	Institution
Edward Brown	Maryland-DC	University Maryland College Park
Mary Kalyor-Sisson	Keystone	Edinboro University of Pennsylvania
Stephen Kolb	Maryland-DC	Towson Universtiy
Mike McCann	Atlantic Provinces	Saint Mary's University
Ivan Rosado	Keystone	East Stroudsburg University
Arthur Walsh	Atlantic Provinces	University of New Brunswick, Fredericton Campus

It is an ERAPPA initiative to reach out to every member from the Eastern Region who graduates from educational offerings including the Supervisor's Toolkit, Institute for Facilities Management, Leadership Academy, and the Educational Facilities Professional Preparatory Course. The Membership Committee is working on a congratulatory program with the Professional Development Committee.

D. 2010/2011 ERAPPA Membership Goals

Institutional membership targets were met this year partly due to the recruitment efforts of Membership Committee members. This includes the Institutional Members recruitment target being met for a total of 311.

Member Type	2010/2011 Target	Actual	% Reached
Business Partner	86	57	68.0%
Institutional	310	311	100.3%

Recruitment efforts include the committee members calling potential institutional members using the APPA new prospect and non-renewal list.

E. 2011 Goals

Goals for 2011 include:

- ✓ Reach **Membership Recruitment Targets**, using APPA's overall targets for guidance. This year's target will be the same as 2010/11. This includes reaching out to non-renewed members.
- ✓ Work with ERAPPA on the **Community College (CC) Engagement Group to** increase Community College membership.
- ✓ **Work with APPA Young Members Group to assist the co**mmittee to review how to get younger members more involved.
- ✓ Improve **ERAPPA Membership Section of ERAPPA's website** to provide more information to help in recruitment efforts. This includes: Message from VP; Benefits of being a member/What can it do for you?; About Us//Layers of APPA/History of ERAPPA (look at MAPPA); Who's my Local Chapter Contact – use a ZIP/Postal Code search pop up box.; Join ERAPPA/APPA; Emeritus Membership

- ✓ Develop **Welcome Program** for New ERAPPA Members to engage them into our association (work with APPA) Information package developed to welcome new ERAPPA members and for First Time Attendees at our Annual Meetings.
- ✓ Continue to improve **First Time Attendees Reception**.

Professional Development Committee

Michelle Frederick, Vice President

American University

The Education Committee has *continued the pursuit of the goals and programs it has recently put into place*, *strengthening and refining them*, and *weaving them seamlessly into the fabric of ERAPPA's professional development connections with the membership and the Chapters*.

The ERAPPA Professional Development Representatives for 2010/2011 are:

Christine Matheson ..... Dalhousie University ..... APAPPA
Kathleen DiJoseph ..... Haverford College ..... DVAPPA
Dan Barlup ..... Penn State University ..... KAPPA
Nancy Yeroshefsky ..... University of Maryland ..... MD/DCAPPA
Dianne Gravatt ..... Rutgers University..... NJAPPA
James Pepe ..... College of Staten Island ..... NYAPPA
Rick Battistoni..... Saint Michael's College ..... NNECERAPPA
Darryl Boyce ..... Carleton University ..... OAPPA
Phil Rouble..... Algonquin College ..... OCFMA
Yvonne Kielb..... University of Massachusetts..... SNEAPPA

A. Annaul Meeting Guide

Collaboration with Host Committees - The Committee continues its active involvement with the Chapter Host Professional Development Committees (HPDC) in jointly collaborating on the selection of educational programs for ERAPPA's Annual Meeting, and supporting the HPDC at the conference with various activities related to the educational programming.

Host Professional Development Committee Liaison - The Committee formalized the responsibilities the HPDC Liaison has in working and communicating with the HPDC and the ERAPPA Professional Development Committee. The Liaison is now an active member of the HPDC.

B. Continuing Education Credits

Program Certifications - Continuing a program initiated several years ago, the Professional Development Committee continues to certify qualifying programs for *AIA L/U's for Member Architects* and *PDH's for Member Professional Engineers*. This year 24 out of 35 educational sessions were approved for credits.

Credit Approval Process - The Committee is continuing to work on streamlining the *Submission for Credit Process* to simplify it for all parties involved. *Jim Pepe* has been leading the charge in ensuring CEU's for our programming. He has retired and passed the program onto *Rick Battistoni* of NNECERAPPA. The Committee is also researching possible individuals or organizations to assist us in the *Certifying for Engineering Credits*.

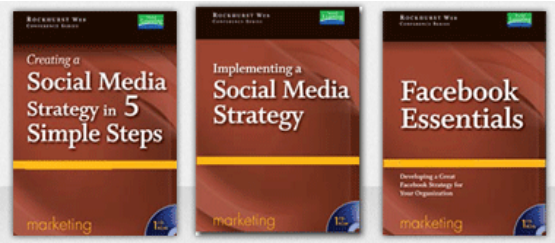
Credits for Other Programming - The Committee is working with APPA on the ability to get Continuing Education Credits (CEU) for other types of programming offered in the region and by the chapters.

C. Professional Development Database and Library

Database - The Committee continues to develop the database. We are currently transition the database to an e-commerce format. This will allow better tracking and requesting of materials from the library, as well as, allow users to leave reviews and comments about the holdings. We encourage individuals to submit for consideration as presenters for Short Programs and as Speakers. You can submit your request on-line via the website.

Library - The library continues to get new titles based on membership needs and recommendations. In 2011, the Committee purchased the following titles:

- Creating Social Media Strategy
- Implementing Social Media Strategies
- Facebook Essentials



D. APPA Initiatives

Drive In Program APPA's Facilities Drive In Workshop are an excellent way for APPA member institutions to encourage networking and professional development among educational facilities professionals within their local vicinity. ERAPPA hosted to APPA Drive-In workshops in 2011, one at the University of Southern Maine in May and one at Harrisburg Area Community College in August. Both Drive-In workshops were a huge success.

Supervisor's Toolkit APPA's Supervisor's Toolkit offerings continue to grow with in ERAPPA. A total of five Toolkits were offered throughout the region in 2011. In the region, we have seven qualified Toolkit facilitators to assist in conducting the program.

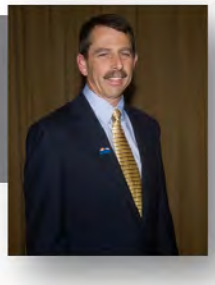
E. Needs Assessment

Collecting Data - Beginning at ERAPPA 2010, the Committee will be spending 2011 and 2012 conducting a professional development needs assessment. The Committee wants to find out the needs of the membership in order to design and deliver the resources, programming and tools needed to develop our members and their staffs.

Chapter Affairs Committee

Dale DeBlois

Colby College



The ERAPPA Chapter Affairs Representatives for 2010/2011 are:

Dale DeBlois	VP for Chapter Affairs	NNECERAPPA
Jeff Lamb	President	AAPPA
Ben Suplick	President	DVAPPA
Joe Wojtysiak	President	KAPPA
Leon Bivens	President	MD/DC
Mark Showers	President	NJAPPA
Anita Bailey	President	NNECERAPPA
Bob Britton		NYAPPA
Ron Vopni	**President**	OCFMA
Rick Zalagenas	**President**	OAPPA
John Michalewicz	**President**	SNEAPPA

Outgoing Members from 2010

Blayne Mackey	OCFMA
Greg Scott	KAPPA
Dale DeBlois	NNECERAPPA
Ian Hamilton	OAPPA

A. Chapter Leadership

Throughout the year, during the mid-year meeting and monthly conference calls, the **Chapter Presidents** continue to demonstrate their commitment to the organization by providing updates and new ideas from their constituents all designed to improve on the quality services that **ERAPPA** offers.

The Presidents insure that **committee** seats are filled and the chapters are properly represented. Chapter Presidents have also done a good job of updating ERAPPA regarding upcoming meetings including venues and program content.

B. Governance

Chapters continually work with **ERAPPA** and **APPA** to foster positive relations and cultivate new ideas.

New Chapter logos are an excellent example of our chapters working in collaboration with APPA, to create new logos under the APPA guidelines. This coordinated effort reduces costs as well as standardizes our region.

C. Financial

In the present economic climate we are now experiencing, travel and budget constraints are limited; the group is continuing to find ways to bring the training to their memberships. These include

chapter sponsored Supervisor Toolkits, Drive -in sessions and other new avenues to help build better trained facilities professionals.

From a financial perspective the chapters report that attendance continues to be solid because of the high quality of **educational programs** and **networking opportunities** being provided.

D. Chapter Meetings

Each chapter has their own style and preference for holding meetings. These vary from one day to multi day gatherings and may be held semi-annually or three time per year during summer, fall, winter or spring. The venues also vary from being held at educational institutions to conference based hotel locations. Encouragingly, the number of first time attendees continues to be strong, which bodes well for the future of the organization.

E. Scholarships

Some chapters offer a scholarship program while others use the income produced from annual meeting dues to bring in guest speakers or offer other quality educational programs.
We as a group continue to publicize these opportunities, but still are looking for more participation.

F. Chapter Initiatives

The monthly conference calls generally discuss several issues but one that is constant is initiatives being pursued by the chapters. These may include sustaining or increasing **membership**, dealing with **budget constraints**, **website design**, improved **educational offerings** and **participation** in the annual ERAPPA meeting.

G. Mid-Year Meeting

This year's **Mid-Year Meeting** in Halifax was well attended by all chapter presidents and/or representatives. The major thrust of the committee from this meeting was to promote APPA at all levels, and one initiative approved by the board, was more visits from the APPA and ERAPPA board members to chapter meetings and conferences to help foster a more united relationship from both sides.

H. Newsletter

A quarterly **Newsletter** was established and is published on the ERAPPA website. Throughout the year the Chapter Presidents are asked to submit recent news from their chapters which may be of value to the region. The offering has been a great success to date.

ERAPPA Representatives to APPA Reports ERAPPA 2011

Awards and Recognition Committee
Individual Awards Program

Joseph Rubertone

Quinnipiac University

The Awards and Recognition Committee (A&R) is responsible for reviewing and approving individual nominations for the Pacesetter Award; the Meritorious Service Award, and the APPA Fellow designation. There were five Meritorious Service Award submissions, six Pacesetter Award submissions, and one Fellow awards submissions. The recipients of these individual 2011 Awards were recognized and honored in Atlanta at the Hilton Hotel during the APPA annual conference, APPA 2011 on July 16th. Please congratulate the following individuals—all of whom are well deserving of these prestigious awards:

2011 Meritorious Service Award
Fred Plant (MAPPA), Valparaiso University
John Morris (RMA), University of Colorado
Eakle Barfield, Jr. (RMA), Montana State University/Billings

Pacesetter Award
John Ott (MAPPA), Ohio State
Rick Storlie (PCAPPA), UNLV
Michael O'Connor (SRAPPA), Appalachian State
Mike Anthony (MAPPA), University of Michigan
Kevin Hansen (RMA), Weber State

APPA Fellow
Jack Colby (SRAPPA), North Carolina State

Awards and Recognition Committee

CAPPA:	*Art Jones*, Black Hills State University
ERAPPA:	***Joseph Rubertone***, Quinnipiac University
MAPPA:	*Charles Darnell*, Western Illinois University
PCAPPA:	*David Hobbs*, Portland State University
RMA:	*Christopher M. Kopach*, University of Arizona
SRAPPA:	*Dan Batson*, West Virginia University

The committee met in Atlanta and reviewed the Awards Inventory and participated in a discussion on APPA's updated Strategic Plan for 2011-2014.

APPA Membership Committee Report

Jeff Foster

University of Rochester

This last year the Committee, under the direction of President Darrel Meyer's Action plan, focused on initiatives that would be achievable and in line with the concepts of the new strategic plan being developed. The new strategic plan has Five Leading Strategies which are:

- Engage all Stakeholders
- Broaden the Membership
- Develop Future Leaders
- Enhance Professional Development Offerings
- Expand Research

The activities of the Membership Committee naturally and easily align with the strategies "Engaging all Stakeholders" and "Broaden the Membership." To that end, this year's efforts have focused on retention, including contacts with unrenewed members as well as outreach efforts to update former members about new and enhanced APPA programs and resources. This personal outreach helps APPA retain many members and provides us valuable insight into what motivates our members to renew or leave. Despite the continuing economic challenges facing the education sector, APPA experienced only a small net loss in the number of institutional members (18 total). Much thanks to the work of the Community College Engagement Group launched one year ago by APPA President Darrel Meyer, and efforts undertaken by the Committee, APPA also witnessed a net gain of six community college members. This is a significant achievement given that reduced state funding and other resources are heavily impacting our two-year institutions. Membership recruitment and retention was also greatly supported through the creation of the new Drive-in Workshop Program, and by FPI Cohort Group process.

Moving forward, the Committee is now working on detailed ideas and tactics to support the implementation of the new Strategic Plan for 2011-2014. The significant element of the Strategic Plan is for the Membership Committee to concentrate on is "Broaden the Membership" but ever active and involved, this committee can be counted on to provide ideas and tactics related to all the strategies. While the Five Leading Strategies seem to align with specific committees, they all in fact impact every APPA committee. We truly are all in this together. Membership grows when we have the programs and resources that are attractive and meet the needs of our constituents.

APPA Membership Committee

CAPPA:	*Tom Lee*, Southeast Missouri State University
ERAPPA:	***Jeff Foster***, University of Rochester
MAPPA:	*Kristie Kowall*, Illinois State University/Normal
PCAPPA:	*John Wong*, British Columbia Institue of Technology
RMA:	*Kyle Williams*, Brigham Young University/Idaho
SRAPPA:	*Curtis Reynolds*, University of Florida

APPA Professional Development Committee Report

Dana Peterson, AIA

University of New Hampshire

A. ERAPPA Representative to APPA's Education Committee

At ERAPPA 2011, I am completing my third year as ERAPPA's Rep to the APPA Professional Development Committee.

B. Vice President of Professional Development

APPA Vice President of Professional Development, ERAPPA's own **Glenn Smith** from Bryn Mawr College is completing his first year of leadership for the Committee. He has continued the practice of monthly conference calls with all of the regional reps and brought forth several new initiatives as described further in this report.

C. Plan of Action For 2010-2011

Upon his election, President Darrel Meyer introduced a paper outlining his vision of 7 key strategies he would like to pursue for his term as APPA President, and his vision for corresponding charges to the APPA Committees. Through the intervening year, these strategies were discussed and debated at the APPA Board level, and re-articulated as 4 primary objectives, to be implemented via 5 leading strategies that are underpinned by 5 foundational elements. The objectives are:

1. Engagement: Purposefully engage a diverse group of stakeholders and be inclusive in their involvement
2. Market Share: Maintain and continue to increase membership levels.
3. Defined Roles: Create alignment and synergy between APPA, it's regions, chapters, and international alliances.
4. Credibility and Influence: Retain and enhance APPA's credibility in educational facilities expertise.

The 5 leading strategies and the short, mid-range, and long term initiatives for the Professional Development Committee are:

- Engage all Stakeholders
  - PD Committee roles:
    - Short term – Deliver APPA 101 video.
    - Mid-range - Utilize Thought Leaders to further engage SFO's.
- Broaden the Membership – No PDC Role
- Develop Future Leaders
  - PD Committee roles:
    - Short term - none.
    - Mid-range – Develop a broader base of faculty for core educational offerings.
    - Long term – Develop a definitive professional/institutional development continuum.

- Enhance Professional Development.
    - PD Committee roles:
        - Short term
            - Deliver APPA U twice a year.
            - Expand local/regional delivery of LA tracks I & III.
            - Expand Drive-in Workshops.
            - Increase delivery of STK.
            - Offer specialized offerings for Community College and K-12's.
            - Deliver APPA 101 video.
            - Highlight CEU's and PDH's at all educational offerings.
        - Mid-range
            - Validate the quality of faculty and content of all offerings.
            - Develop and deliver APPA 2012 conference.
            - Utilize outcomes of Thought Leaders series for content of APPA 2012.
            - Expand local/regional delivery of LA tracks I & III.
            - Expand Drive-in Workshops.
            - Increase delivery of STK.
            - Deliver Institute programs via online.
            - Utilize Thought Leaders series to drive further educational programming.
            - Offer educational opportunities via U Tube and other social networking sites.
        - Long term
            - Produce STK in Spanish.
            - Create an international education delivery system.
            - Expand targeted stakeholder opportunities.
            - Offer APPA U at various geographic locations.
- Expand Research – No PDC Role

Embedded in each strategy are 5 "foundational elements" that will be essential for program viability. They are:

1. A Communication Plan.
2. A Marketing plan.
3. A Technology Plan.
4. An Assessment plan.
5. A Resource Management plan.

D. APPA Professional Development Programs

- ***APPA's 2011*** Annual Meeting was held in Atlanta, GA in July 2011
- ***APPA 2012*** will be held in Denver, CO, July 2012
- ***APPA U*** (comprising both the Institute and the Leadership Academy) will held on the following dates, and at the following locations:
    - Sept. 18-22, 2011 – Ft Lauderdale, FL
    - Jan. 22-26, 2012 – Myrtle Beach, SC
    - Sept. 23-27, 2012 – Vancouver, BC

I. APPA Professional Development Committee

The following are the representatives on the APPA Professional Development Committee:

Glenn Smith	VP for Professional Development
Dana Peterson, AIA	ERAPPA
Doug Greenwood	MAPPA
Ric Williams	PCAPPA
Shawna Rowley	RMA
Tony Yamada	SRAPPA
Doug Riat	CAPPA
Doug Christensen	Academy Chair
Jay Klingle	Institute Chair
Wally Glasscock	STK Chair
Jack Colby	Thought Leaders Chair

APPA Information and Research Committee Report

Steve Peary
University of Maine

The I/R Committee meets monthly via conference call in addition to meeting Mid-Year (December) at APPA office in Alexandria, VA and at the APPA 2011 conference, held in July.

The I/R Committee has spent a considerable portion of its time analyzing and prioritizing its elements of the APPA Strategic Plan for Years 2011-2014. The five leading strategies identified by APPA in that plan are:

- Engage stakeholders
- Broaden the membership (recruit and retain)
- Develop future leaders
- Enhance professional development offerings
- Expand research

How the committee's areas of involvement, listed below, can be leveraged in the five leading strategies is being developed and was the focus of the meeting at APPA 2011 in Atlanta, GA. The finalized document from that meeting is pending. This document will guide the efforts of the I&R committee for the next three to five years.

A. Facilities Performance Indicators (FPI)

The committee has continued to provide support and feedback to Maggie Kinnaman and Christina Hills on the progress and development of the FPI tool. This year delivered many new features and functions as well a clarifying the existing tool. Some of the significant refinements include: a webinar that provides guidance to completing the FPI (though there are some technical barriers with this effort that may mean it would be best implemented using a "dummy" institution), clarified help items and more checks and balances on the entry of data to ease the data scrubbing.

B. FPI Energy Module

The charge of the energy module sub-committee is to create a more robust energy benchmarking tool that provides measures for evaluation of facilities operations and business practices relative to energy consumption and sustainability initiatives.

The sub-committee is in the process of gathering background materials and benchmarking studies to inform and guide enhancements to the module. The energy module is not ready for the current FPI cycle so the target is to be ready for the 2012-2013 cycle. The next survey period opened on July 13, 2011.

C. Website

The website sub-committee has been hard at work, their charge is to continue the transformation of the APPA Website into a more robust, dynamic, and easily navigated site and to verify that the contents remain accurate and up-to-date. They strive to enhance its appeal to APPA's diverse membership. Many of their input has been implemented and you can observe it first hand at www.APPA.org these improvements are continuous.

D. Marketing and Communications

A SWOT analysis was performed of the APPA to Regions and Regions to APPA, along with the Stratton report. The marketing and communications sub-committee is working on ensuring their efforts are aligned with the strategic plan and that the five key strategies are being embodied in their efforts and informed by the APPA Regions Relationship Task Force.

E. Body of Knowledge (BOK)

There are still 6-8 chapters of the BOK that need to be added and additional links to resources are being added throughout the BOK. Sponsorship for several of the chapters is up for renewal.

F. CFaR

The Total Cost of Ownership project is proceeding well and the research sponsor, ASHRAE, has agreed to the content of the survey. Review of the beta survey has started and an anticipated release to the forty institutions that have agreed to participate in the survey. Beta survey members will each have a number of institutions to shepherd through the survey tool.

APPA Professional Affairs Committee Report

William Suter

American University

The Professional Affairs Committee had an active year.

- There were no Award for Excellence winners this year. After reviewing applications for this award over the past two years it is clear to me that ERAPPA is under represented in the list of award winners. I encourage ERAPPA to market the opportunity represented by this award and to encourage ERAPPA institutions to make the investment in time and energy to apply for this award. You may not get the award the first time around but the process results in new views of what is possible and it begins a process of review that has benefits beyond the award.
- There were five Innovative and Effective Practices Awards granted this year:
    - Medaille College - The Medaille 100 energy competition
    - University of California, Irvine - Smart Labs Project
    - San Diego Community College District - LEAN enterprise processes in Facilities Management
    - Georgia Institute of Technology - SMART measurement & verification process
    - Purdue University - Brine/Beet juice Application System
    - Details of these award winning programs are available thorough the APPA web site - http://appa.org/Recognition/innovativewinners.cfm
- Congratulations to all but especially to ERAPPA member Medaille College
- Based on what I have learned from the ERAPPA membership over the years it is very clear that, again, ERAPPA is under represented on this list of award winners. If you have implemented something that you think is unique and something that you are proud of; please review the award criteria as you may be one of the next group of award winners.
- The PAC also developed a new APPA Award. The new Sustainability Award was rolled out in Atlanta and all pertinent information about the award will be on the APPA web site in early August. As with all annual APPA institutional awards, the submission deadline is 1/31/12.
- ERAPPA members have been and continue to be sustainability leaders and this new award is a good way to see that your programs are recognized. I encourage ERAPPA members to review the criteria and begin the award submission process.
- I have asked the ERAPPA Board to replace me on the Professional Affairs Committee and am glad to hear the Leon MacLellan will be joining the PAC as ERAPPA's new rep. He will add much to the committee and represent ERAPPA well.

Thank you for the opportunity to represent ERAPPA.

Chapter Presidents Reports ERAPPA 2011

Summary of Chapter Presidents Reports

"A View of the Region"

Chapter Leadership

The region, even in these tough economic times, has a solid leadership core of professionals that continue to see the benefits of the organization. Even with new faces in leadership positions, they continue to grow their chapters and include more and more atypical facility professionals in the membership ranks.

AAPPA – Atlantic Provinces

VP Membership/Treasurer	Arthur	Walsh	University of New Brunswick
VP Communications/Tech	Bruce	MacNeil	Mount Saint Vincent University
President	Jeff	Lamb	Dalhousie University
VP Professional Develop	Christine	Matheson	Dalhousie University

DVAPPA – Delaware Valley

Past President	Vacant	
Membership	Tom	Wilson
Technology & Communication	David	Rabold
President	Ben	Suplick
Education	Kathy	DiJoseph
Secretary	Phillip	Genther
Treasurer	Robert	Morro
Vice President	Vacant	
Immediate Past President	Ralph	Thayer
Webmaster	David	Rabold

KAPPA – Keystone

Director	Daniel	Barlup	Penn State University - Harrisburg
Treasurer	Frank	Connelly	Thiel College
Membership	Pete	Buchheit	University of Pittsburgh Bradford
Second Vice President	Ed	Dankanich	Penn State University - Harrisburg
Director	Andy	Wilson	Slippery Rock University
Professional Development	Frank	Connelly	Thiel College
President	Beth	Clark	Penn State University
Chapter Affairs	Joe	Wojtysiak	Harrisburg Area Community College
Secretary	Lenny	Libbon	Carnegie Mellon University
Past President	Greg	Scott	Penn State University
Director	Rick	Phillips	Penn State University
First Vice President	Joe	Wojtysiak	Harrisburg Area Community College

MD/DC APPA – Maryland / Washington DC

President-Elect	Dennis	Bohlayer	Towson University
Membership	Phillip	Brown	American University
Third Term Director	Jerry	den Hartog	St. Mary's College of Maryland
Technology	Dennis	Bohlayer	Towson University
President	Leon	Bivens	University of Maryland and Eastern Shore
Second Term Director	Mona	Bernard	The George Washington University
First Term Director	Paul	Mace	Wor-Wic Community College
Professional Development	Michelle	Frederick	American University
First Term Director	Kevin	Mann	Salisbury University
Second Term Director	Sheri	Vucci	Smithsonian Institution
Third Term Director	Richard	Weil	The Catholic University
Treasurer	Gary	Viola	University of Maryland Baltimore
Past President	Phillip	Brown	American University
Secretary	Nancy	Yeroshefsky	University of Maryland

NJAPPA – New Jersey

Director	Fulvio	Cesco-Cancian	Ocean County CC
Director	Robert	Cornero	Monmouth University
Technology	Robert	Cornero	Monmouth University
President	Mark	Showers	Rowan University
President Elect	Andrew	Christ	New Jersey City Univ.
Treasurer	Dave	DeHart	Rutgers University
Secretary	Voula	Liacopulos	Blackney Hayes Arch.
Past President	Dianne	Gravatt	Rutgers University
Chapter Affairs	Mark	Showers	Rowan University
Director	Brian	O'Rourke	Raritan Valley CC
Membership	Fulvio	Cesco-Cancian	Ocean County CC
Professional Development	Dianne	Gravatt	Rutgers University

NNECERAPPA – Northern New England

President	Anita	Bailey	Phillips Exeter Academy
Emeriti Chair	David	Barbour	Retired
Professional Develop. Chair	Richard	Battistoni	Saint Michael's College
Past President	Dale	DeBlois	Colby College
Vice President	Leo	Deon	University of Maine Farmington
Technology Chair	Dan	Gearan	University of Southern Maine
Secretary/Treasurer	John	O'Shaughnessy	St. Paul's School
State Director (NH)	Gary	Hill	Dartmouth College
State Director (ME)	Steve	Peary	University of Maine, Orono
State Director (VT)	Paul	Campo	University of Vermont
Membership Chair	Connie	Simmons	Phillips Exeter Academy
Business Partner Chair	Rich	Wolbach	University of Vermont

NYAPPA – New York

Secretary	Bridgette	Anderson	Dutchess Community College
Treasurer	Mark	Frost	Sienna College
President	Jeffrey	Foster	University of Rochester
Directors:	Tom	Dreyer	SUNY Brockport
	Masoom	Ali	Nassau Community College
	John	McEnrue	SUNY New Paltz
	Barry	McHugh	University of Rochester
	George	Stooks	SUNY Geneseo
	John	Shupe	SUNY New Paltz
	Steven	Bellona	Hamilton College
Alternate Directors	Rex	Giardine	Syracuse University
	Tom	Rathbone	SUNY Oneonta
2nd Vice Pres	Nasrin	Parvisi	SUNY Cortland
1st Vice Pres	James	Pepe	CUNY Staten Island
Past Pres	Robert	Britton	Syracuse University

OAPPA – Ontario

Past President	Bob	Carter	University of Guelph
President	Rick	Zalagenas	University of Waterloo
Treasurer	Claudio	Brun del Re	University of Ottawa
Vice President	Roy	Langille	University of Western Ontario
Energy Subcommittee Chair	Hugh	Briggs	Lakehead University

OCFMA – Ontario Colleges

Past Chairperson	Harry	Bakker	Fanshawe
Chairperson	Blayne	Mackey	St. Lawrence
Vice Elect	Ron	Vopni	Confederation
Treasurer	Paul	Mantle	Lambton
Secretary	Kirk	Fleming	Loyalist

SNEAPPA – Southern New England

President	John	Michalewicz	University of Hartford
Vice President	Nancy	Tinker	Eastern Ct State College
Board Members	Tom	Kane	Bentley College
	Tom	Yopp	Choate Rosemary
	Keith	Woodward	Quinnipiac University
	Jerry	Sidio	University Rhode Island
	Keith	Macdonald	Bridgewater State
	Jim	Yocius	Loomis Chaffee School
Webmaster	Jerry	Sidio	University Rhode Island
Secretary	Yvonne	Keilb	UMass Amherst
Treasurer	John	Cannon	College of the Holy Cross

1. Chapter Governance

AAPPA	**Bylaws -** The Chapter is governed by **Bylaws** that were adopted in 2003. The By-Laws were modeled after the ERAPPA By-Laws and can be found on our website which is located at: http://fm.dal.ca/aappa.
KAPPA	**Bylaws -** Multiple changes were adopted that include branding and term transitions.
MD/DC APPA	**Bylaws** for the Maryland-District of Columbia Chapter were established on Jan. 22, 1970. These bylaws followed the recommendations made by ERAPPA. The board is considering revisions with regard to terms of office and officers.
NJAPPA	**By-Law Final Revisions** - April 18, 2008 Board Meeting. **Federal ID** # Received. **Institutional Membership -** Recruitment campaign continues adding Community Colleges in addition to Universities & Colleges. **Technology** - Transitioned to OgoSense for web site hosting, the same system being used by ERAPPA. Obtained a PayPal account so that meeting and conference registration is easier. Updated Magnet Mail throughout the year
NNECERAPPA	**Annual Business Meeting -** Was held at Norwich University, with a new two year termed board elected. Four positions are now held by members new to the board, this helps transition toward the future.
NYAPPA	The Chapter By-Laws have been revised and were approved by membership.
OAPPA	**Chapter Membership** Consists of **Universities** in the Province of Ontario
OFMA	**Colleges Ontario** Is the advocacy and outreach association of Ontario Colleges. OCFMA is a coordinating committee operating within the framework provided by Colleges Ontario and reports to the Administrative Services Coordinating Committee (ASCC). The Association operates under member-approved Terms of Reference (http://www.ocfma.ca/terms.asp).
SNEAPPA	**Communication -** The board utilizes both conference calls and face to face Meetings to discuss issues including incorporation requirements, nonprofit status, insurance, future meetings, 2015 ERAPPA annual meeting, scholarships and on-line payments and registration.

2. Chapter Events Conducted

AAPPA	May 2011 business meeting was held at St. Mary's University. A total of 12 institutions participated in a roundtable discussion concerning issues effecting facilities management departments. Well received and the closing speaker talked on the topic of the "culture of safety" in the workplace.
DVAPPA	2011 meeting included "Development process for new Campus Inn" at Swarthmore College and "Transforming the Campus Landscape" at Villanova University.
KAPPA	Spring 2011 meeting was held April 26-27 at Toftrees Golf Resort and Conference Center with 213 attendees and featured Dr. Peter Taylor as their featured presenter.
MD/DCAPPA	The annual two-day educational program was held at Rocky Gap Lodge with more than 70 attendees participating in the two programs, Internal selling and facility capital investment planning.
NNECERAPPA	The fall meeting was held at U of Maine at Orono with a four track schedule consisting of administrative& management, maintenance and operations, energy and utilities and planning, design and construction. The spring business meeting was held at Norwich University with tracks that included custodial/housekeeping, grounds care, HVAC/electrical and construction management/design. Both meeting were very well attended.
NYAPPA	Conducted a board meeting in January 2011, in Cooperstown, NY and discussed items that included joint SUNY/PPAA involvement and future meetings. They held another meeting in July and went overboard openings; website and list serve updates and 2013 ERAPPA conference planner updates.
OAPPA	Held its 2011 conference at Ryerson University, with a theme "Seeing 2010: A vision for the future". It was very well attended and received by both members as well as sponsors.
OCFMA	Held the OCFMA conference and AGM 43 at Fleming College. Approximately 150 delegates actively participated in the educational tracks presented by the association members.
SNEAPPA	The chapter held three meetings. The first was held at Boston College and discussed "Internal administrative Reviews" and "Commissioning services". The second was at University of Rhode Island and talked about PCB's and pest management. The third was their annual lobster bake at Eastern CT. State College. It was their annual meeting and held an interactive session on maintaining morale, spirit and service during times of chaos and change.

3. Upcoming Chapter Events

AAPPA	Spring 2012 date and location still to be determined.
DVAPPA	Future meeting dates and locations still to be determined.
KAPPA	2012 meetings will be held Apr. 10-12 in Hershey at the Hershey Lodge, and fall 2012 will be held in Erie p. at the Sheraton Erie Bayfront October 17-18th.
MD/DC APPA	Meetings scheduled for the upcoming year include Oct. 21-22 2011 to be held at Wor-Wic community college and May 3-4 2012 in Ocean City, Md.
NJAPPA	Future meeting dates and times not available at this time.
NNECERAPPA	Fall 2011 meeting will be held at Bates College in Lewiston, Me. October 20 – 21st. The spring 2012 meeting will be held at Phillips Exeter in Exeter NH on March 8 – 9th, 2012.
NYAPPA	The 2012 meeting schedule includes January in Cooperstown, April board and spring meeting to be determined and July conference and board meeting hosted by Sienna and SUNY Albany.
OAPPA	Quarterly meetings are scheduled which include December 2011 and March 2012. The annual meeting is scheduled to be held at Laurentian University in Sudbury Ontario.
SNEAPPA	Future meeting sites include November 17, 2011 at College of the Holy Cross and Mohegan Sun in the spring of 2012.

4. Hosts for Upcoming ERAPPA Annual Meeting

2012 Philadelphia PA **September 30 - October 3, 2012 – Loews Hotel**
"Holding Truths and Pursuing Happiness"
DVAPPA Co-Chairs: ***Kathleen DiJoseph*** Haverford College
Andrew Feick Ursinus College

The Host Committee Co-Chairs are working on finalizing details and schedule, with the local historical attractions and the theme selected, this should prove to be a historic event. The Host Committee Co-Chairs also made a report to the ERAPPA Board at the Mid-Year Meeting last spring and the significant planning progress of this group was recognized.

2013 Rochester, NY **September 29 – October 3, 2013**
NYAPPA Co-Chairs ***George Stooks*** SUNY College/ Geneseo
Barry McHugh University of Rochester

The host committee has selected the site and has numerous details underway. They appear to be well organized and energetic, which bodes well for the conference.

2014 Atlantic City, New Jersey **Date and Venue to be determined**
NJAPPA Co-Chairs ***Mark Showers*** Rowan University
Andrew Christ New Jersey City University

The Host Committee is being formed and the Request for Proposals for conference planners is being published on 23 August 2011. The meeting will be held in Atlantic City.

5. Status of Chapter Membership

AAPPA

Community Colleges - AAPPA is continually trying to encourage participation by the community colleges. AAPPA plans to continue to attempt to get more community colleges to attend through personal contact.

Minimal Fee Fall Meeting - Fall training sessions involve a fee that covers food and venue costs and some of the speaker fees. The AAPPA funds the remainder along with pie funding (if applicable) which is very much appreciated.

No Fee Spring Meeting - At this time AAPPA does not charge fees for the spring meetings and vendor sponsorships are solicited to cover costs.

DVAPPA

Business Partner Changes - We have culled the membership list of inactive business partners and permitted interested firms to join. We are committed to keeping the balance between business partners and institutions a healthy one.

Collaboration Considerations - Reaching out to another organization in the area, *Philadelphia Area Independent School Business Officers Association* (PAISBOA) was met with some resistance. Perhaps the overture was viewed as a raid for members although in fact several schools are members of DVAPPA and PAISBOA already. Although primarily a venue for business officers of K-12 schools, PAISBOA has a very active facilities branch that meets bi-monthly to discuss issues that affect facilities. Discussions with the principles of that group will continue in the coming year to see if there are joint ventures we could partner in.

Joint Venture - There have been efforts from members of both DVAPPA and NJAPPA to hold joint meetings and training sessions to help defer some of the training costs for both chapters.

KAPPA

Membership continues to be very strong.

MD/DC APPA

Business Partner Membership continues to grow.

Institutional Membership appears steady, if not growing, despite the economy.

NJAPPA

Membership and attendance has been growing especially for the Spring Conference. We have added special interest meetings in the summer and winter for Institutional members in addition to our spring and fall meetings. Business partner interest is very strong with wait lists in many categories and sponsorship vital to success.

NNECERAPA

Business Partners have a captive audience at our meetings and their yearly dues and booth registrations help fund our meetings as well as other facets of our organization.

BP & IM Relationship - The current relationship between our Institutional Members and Business Partners is healthy, strong, and very beneficial to both.

Dues - We initiated a more structured method for collecting yearly dues as well as insuring all our members, both institutional and business partner alike, get our annual directory which contains all active members, business partners as well as general information which promote the many opportunities in APPA.

OAPPA **Membership** is stable and the participation rate is very good

OCFMA **Membership** is limited to the Ontario Colleges.

Membership is stable with very good participation from all institutions and from all levels of the facilities administration.

SNEAPPA **Attendance** for all meetings has been strong with approximately 90-105 attendees.

6. Chapter Scholarships

AAPPA **AAPPA has not given out any scholarships.** The AAPPA felt that, given our limited resources, we should concentrate these resources on providing training sessions for all chapter members in the local area.

DVAPPA **None Applied For and None Awarded.**

MD/DC APPA **Two scholarships** at the fall 2010 meeting and **3** at the 2011 fall meeting.

KAPPA The chapter awarded four scholarships at the spring meeting. The $1,500.00 scholarships were given to: **Ronald Perttu, Frank Connelly, John Duvall**, and **Leiykun Kasshun.**

NJAPPA Several scholarships were awarded during spring and fall meetings for Supervisors Toolkit and the Spring Conference. Assistance is being provided to allow Board members to attend the ERAPPA conference in light of travel restrictions instituted by the State Colleges and Universities.

NNECERAPPA We continue to give our standard scholarship quota, but at a slightly higher dollar amount to help attract more applicants as well as defer some of the rising costs of travel. We have also added three new scholarships to other APPA/ERAPPA related educational opportunities per year. We have a new scholarship that started in the spring of 2011; a scholarship to any host institution for an individual to use to an APPA related training session or event. This will hopefully attract a new institution to host in the future.

NYAPPA **Two scholarships** are available annually to the APPA Institute for Facilities Management. An award is made at each conference.

SNEAPPA The chapter subsidy of the cost of the Supervisor Toolkit for each attendee was funded from the scholarship budget. On scholarship in the form of attendance to the 2011 ERAPPA Annual Meeting in Halifax was awarded. One other scholarship has been recently approved for the board and will be awarded shortly. One scholarship NJAPPA Several scholarships were awarded during spring and fall meetings for Supervisors Toolkit and the Spring Conference. Assistance is being provided to allow Board members to attend the ERAPPA conference in light of travel restrictions instituted by the State Colleges and Universities.

7. Chapter Awards and Recognition

DVAPPA **Glen Smith**, from Bryn Mawr College, was recently elected to be the position of Vice President of Professional Development for APPA for 2010-2011.

KAPPA **Doug Miller, Paul Politza**, and **Rick Wareham** were awarded the certificate of merit for their service on the board and to the chapter.

OCFMA

John Labrie	2010 Effective & Innovative Practices Award
Paul Mantle	2010 Effective & Innovative Practices Award
Caroline Donkin	2010 President's Award
Blayne Mackey	2010 President's Award
Cynthia Watt	2010 Pacesetter Award
Ron Vopni	2010 Meritorious Service Award
Mal Woodhouse	2010 Meritorious Service Award
New Ontario Colleges Facilities Directors	The 2010 Builders Club

Certificates presented to **new Ontario Colleges Facilities Directors** to recognize contributions of individuals who represent their respective College in the Association since its 1967 inception.

8. Major Chapter Initiatives

OAPPA **Facility Audits** continued on Ontario campuses, with 11 institutions surveying over 34 million sq. ft of space in the initial phase. This should expand too many others which should give a detailed level of reporting to improve decision making.

OCFMA **Strategic Plan** Implementation of the associations Strategic Plan remains an OCFMA **key priority**.

9. Major Chapter Areas of Concern

AAPPA **APPA Core Data Survey** – Data Consistency as leverage for governmental support. CAUBO (Canadian Association of University Business Officers) is promoting the consistent formatting of submissions to the **Core Data Survey** so that the Renewal Maintenance and Capital Expenditure numbers can be compared on a reliable national basis. This will give them ammunition to use in lobbying Federal and Provincial governments to increase support to post-secondary infrastructure.

DVAPPA One of the biggest decisions in 2010-2011 was the choice to discontinue the two-day spring conference at Skytop Lodge. As a result, there is a need to reinvent the annual educational conference and inject some energy into its offerings. We are continuing to evaluate future course of action.

KAPPA Business partner support remains very strong, however we need to concerned about ratios, but developing our institutional base should ease these concerns.

MD/DC APPA **Shrinking Training Budgets** - Local college and university training budgets continue to be cut. Training has to be affordable and worth the investment by the institution.

NNECERAPA **Host Sites** - The major issue the Board is dealing with is how to attract a host institution to host a meeting. We will continue to strive to promote the many benefits of hosting a meeting, as well as the ease with which it can be accomplished with our conference planning group. I feel strongly that our meetings need to be on a campus, for the many facets it brings into play, and will continue to promote this during this board's term.

OAPPA **Accessibility Legislation** in the Province of Ontario is being changed. A standards Development Committee which included representation from OAPPA completed its work. The council of Ontario Universities has created a reference committee to follow up on implementation issues.

OCFMA **Advocacy** remains a critical priority for OCFMA, particularly with respect to establishing the need for adequate, long-term capital funding to properly address infrastructure renewal, energy conservation and demand management, facilities adaptation/renovations, and new infrastructure development/replacement priorities of member Colleges.

10. Chapter Finances and Dues

AAPPA The AAPPA financial situation continues to be **healthy**.

The balance increased by from 2010 to 2011 **closing at $28,951.69**. The main chapter expenses are bank fees totaling $71.40. The only other chapter income is bank interest at $16.79.

KAPPA At this time, KAPPA is **financially sound**. KAPPA **does not collect traditional dues** from our membership.

The chapter is financially sound after hosting ERAPPA 2010. Membership dues are not collected, but collected at each chapter meeting,

NNECERAPA We are in a **very solid financial position** and are aggressively looking at new initiatives to help promote the chapter and make training more accessible to a larger audience.

We initiated **a more structured method for collecting yearly dues** as well as insuring all our members, both Institutional and Business Partner alike; get our Annual Directory which contains all active Members, Business Partners as well as general information which promote the many opportunities in APPA.

As of August 17th, we have **a balance of $54,258**, with additional $5,000 seed money to be added after the conference books are closed.

Our income is based on **revenue from our spring meeting ($15,715.33)** and **Business Partner Memberships ($9,841.23)**, while our expenses are comprised of chapter initiatives, conference planning, administrative fees, and scholarships for a total of $9,114.52.

SNEAPPA SNEAPPA continues to see **solid registration numbers** for the spring, summer and fall meetings. This has allowed the board to pursue a scholarship program as discussed above. SNEAPPA Typically, **cost per meeting** is based on the venue and can range from **$70 to $90**.

We **do not charge an annual fee for membership** which keeps participation relatively inexpensive and easy.

11. Chapter Business Partner Relationships

AAPPA **Booth Cost** - there is not a set Booth Cost, but sometimes sponsors rent hotel rooms for displays.

Business Partner Membership/Attendance - there are no limitations. **Business Partners** are not permitted to attend business meetings. **Business Partners** are permitted to attend training meetings. **Networking** is enhanced by inviting business partners to the event dinner.

KAPPA **Business Partner Support** remains very strong; however, concerns have been raised regarding the ratio of business partners to institutional members. We will be looking at this issue in the future.

NJAPPA Business partner dues and sponsorships have been critical in providing educational opportunities for our Institutional members during a time of drastic cuts to facilities budgets.

NNECERAPA We have a strong relationship with our Business Partners and will continue to nurture this, along with balances to control BP to Institutional Representatives Ratios. They are an important component to our organization, and will continue to be so. We run our meeting comparable to the ERAPPA Annual Meeting model, and with our Business Partner group having control of activities of how and when interaction occurs between BP's and Institutional Members. They are important, but **the core value of our membership is fostering educational development of our members, will continue to be our focus**.

SNEAPPA **Business Partners** are welcome at all chapter meetings but do not provide any type of sponsorship. While we realize the importance of our Business Partners, **we ask them to keep a low key or informal approach toward any type of member solicitation**. In this respect, we hope to insure our educational facilities attendees feel relaxed at the meetings.

Chapter Presidents

Atlantic Provinces Chapter	***Jeff Lamb***	AAPPA
Delaware Valley Chapter	***Ben Suplick***	DVAPPA
Keystone Chapter	***Beth Clark***	KAPPA
Maryland-DC Chapter	***Leon Bivens***	MDDCAPPA
New Jersey Chapter	***Mark Showers***	NJAPPA
New York Chapter	***Jeffrey Foster***	NYAPPA
Northern New England Chapter	***Anita Bailey***	NNECERAPPA
Ontario Universities	***Rick Zalagenas***	OAPPA
Ontario College	***Blayne Mackey***	OCFMA
Southern New England Chapter	***John Michalewicz***	SNEAPPA

Atlantic Provinces Chapter AAPPA

Jeff Lamb, Chapter President
Dalhousie University

1. The Leadership

President	**Jeff Lamb**	Dalhousie University
VP Professional Development	**Christine Matheson**	Dalhousie University
VP Membership and Treasurer	**Arthur Walsh**	University of New Brunswick
VP Communications Technology & Secretary	**Bruce MacNeil**	Mount Saint Vincent University

2. Chapter Governance

The By-Laws were adopted in 2003. The By-Laws were modeled after the ERAPPA By-Laws and can be found on our website which is located at: http://fm.dal.ca/aappa.

3. Chapter Events in 2010-2011

- **2010 Fall Professional Development Conference** - The annual Training Meeting was held in November 2010 in Halifax, Nova Scotia. Guest speaker Brian Thwaits was memorable and very well-received. Track presentations included Administration, Operations/Security, and Facilities Planning & Project Management. Members from 12 different institutions attended the conference and we received a great deal of positive feedback.
- **May 2011 Business Meeting** - The annual Business Meeting was hosted by Saint Mary's University in May 2011. A total of 12 institutions participated in a roundtable discussion concerning issues affecting Facilities Management departments. The closing session featured psychologist Dr. Mark Fleming, who facilitated an informative seminar on how to improve the "culture of safety" in the workplace.

4. Meetings Planned for 2011-2012

- **November 2011 Training Meeting** - This meeting will not be held due to our chapter's hosting of the 2011 ERAPPA Conference on October 2-5.
- **2012 Spring Business Meeting -** The date and venue for the 2012 meeting has yet to be determined.

5. Hosting for Upcoming ERAPPA Conferences

- **2011 ERAPPA Conference.** This Conference will be held in Halifax, Nova Scotia. Co-chairs, Christine Matheson (Dalhousie University) and Gary Schmeisser (Saint Mary's University) are busy making the final preparations for this year's annual conference.

6. Membership

- **Community Colleges -** Our Chapter continues to encourage Community Colleges to attend through personal contact.
- **No Fee Spring Meeting -** At this time AAPPA does not charge fees for the spring meetings and vendor sponsorships are solicited to cover costs.

7. Scholarships

- **Training vs. Scholarships -** AAPPA has not given out any scholarships. The AAPPA members felt that, given our limited resources, we should concentrate these resources on providing training sessions for all chapter members in the local area.

8. Awards and Recognition

- No AAPPA members or institutions were recipients of APPA or ERAPPA awards this year.

9. Major Initiatives

- **Training.** The Educational Facilities Professional (EFP) Exam will occur during the course of ERAPPA 2011.

10. Major Areas of Concern

- **APPA Core Data Survey – Data Consistency as leverage for governmental support.**

  CAUBO (Canadian Association of University Business Officers) is promoting the consistent formatting of submissions to the Core Data Survey so that the Renewal Maintenance and Capital Expenditure numbers can be compared on a reliable national basis. This will give them ammunition to use in lobbying Federal and Provincial governments to increase support to post-secondary infrastructure.

11. Finances and Chapter Dues

- **The AAPPA financial situation** continues to be healthy as the balance increased by **$4,028.51** from 2010 to 2011 with an adjusted closing balance of $**28,951.69***. The main Chapter expenses are bank fees totaling **$71.40**. The only other Chapter income is bank interest at **$16.79**. The Chapter does not obtain any revenue through charging Chapter dues.

12. Event Formats and Costs

- **The Spring 2011 Business Meeting** was hosted by Saint Mary's University on May 19-20. The first day included a Business Meeting, working lunch, and informational presentations. The second day included informational presentations followed by roundtable discussions and a golf afternoon. **Costs** are borne by the host institution and/or through sponsorships and there are no **registration fees**.

- **The AAPPA Fall 2011 Training Meeting** was held in Halifax on November 18-19. Expenses for this meeting were **$25,634.32**. **Registration Fees** for 2010 were $175 or $215 for members who were bringing a guest to the Thursday evening dinner.

13. Business Partner Relationships

- **Business Partners** are not permitted to attend Business Meetings, but they can attend Training Meetings.
- **The sponsorship fee** is $1,250.
- **There is not a set booth cost**, but sometimes sponsors rent hotel rooms for displays.
- **Networking** is enhanced by inviting business partners to the event dinner.
- **There are limitations** on business partner membership/attendance. Starting last year, each business partner was capped at two seats (Keynote speaker and dinner). Total attendance was also capped at 100.

Delaware Valley Chapter
DVAPPA

***Ben Suplick*, Chapter President**
University of Pennsylvania

1. The Leadership

Elected Members

President	**Ben Suplick**
Vice President	**Vacant**
Secretary	**Phillip Genther**
Treasurer	**Robert Morro**
Immediate Past President	**Ralph Thayer**
Past President	**Vacant**

Appointed Members

Education	**Kathy DiJoseph**
Membership	**Tom Wilson**
Technology & Comm.	**David Rabold**
Webmaster	**David Rabold**

2. Chapter Governance

There have been no changes in the by-laws.

3. Chapter Events in 2010-2011

- Fall '10 Muhlenberg College *Sustainability of Historic Buildings*
- Winter '10 None
- Spring '11 Swarthmore College *Development Process for New Campus Inn*
- Summer '11 Villanova University *Transforming the Campus Landscape*

4. Chapter Events Planned for 2011-2012

- Fall '11 TBD
- Winter '11 TBD
- Spring '12 TBD
- Summer '12 TBD

5. Hosting for Upcoming ERAPPA Conferences

DVAPPA is hosting the ERAPPA Annual Meeting in 2012 at the Lowes Hotel in Philadelphia, PA. The co-chairs of the host committee, Kathy DiJoseph and Andy Feick, have recruited an experienced group of committee leaders to work on the plans for the meeting. Besides selecting the venue and developing the programming, the committee has been busy with plans for a golf outing, trips to a variety of local entertainment and tourist venues, and efforts to inject a taste of Philadelphia into the event. In March 2011, DVAPPA financially supported an extended number of the 2012 host

committee leadership to travel to the mid-year meeting to meet with their peers on the Halifax host committee in an effort to make our event run smoothly and meet the high expectations from its audience.

ERAPPA 2012 Meeting Plans

Holding Truths and Pursuing Happiness… ERAPPA's 2012 Philadelphia Regional Conference is taking shape.

September 30 to October 2, 2012 at the landmark, Loews Hotel in Center City, the conference will showcase educational sessions commensurate with the theme. The Keynote Speaker, Steven Covey, Jr. will present about "The Speed of Truth." Marci Shimoff, Plenary Speaker, will complement Mr. Covey with her presentation about being "Happy for No Reason."

The Entertainment Committee continues to zero-in on venues for The President's Reception and the Monday Night dinner. They visited several Philadelphia sites on July 28 and the front-runner venues for these two events are The Union League and The Franklin Institute respectively. The committee is also selecting guest programs and Tuesday banquet entertainment.

The conference web site is approaching completion and the Communications Committee has selected kites, emblazoned with the conference logo and dates, as the give-away for the 2012 booth in Halifax. They are also working on the 2012 booth "uniform" for Halifax.

We have, unfortunately, had to change our golf venue from our first choice Glen Mills School Golf Course (course used in 2003 and run by an educational institution) because our group is too small for them to commit the course to us now that it is a very popular course. The 2012 golf outing will be at The Broad Run Golf Course in West Chester.

The Hall of Resources layout continues to be challenging. Our conference planner, Angie Spearman, is helping us to navigate the code, booth count and food requirements. The Hall will be in two, adjacent ballrooms and the connecting foyer. The challenge is to make it all desirable business partner space.

6. Membership

The DVAPPA Chapter's membership remained fairly consistent in 2010-2011 with the total number of institutional members averaging about 35 institutions.

- **Institutional Membership -** We have stabilized the membership level from further losses and are working to attract new or lapsed members. An effort to attract new members by offering potential business partners the opportunity to obtain BP membership (and bypass the waiting list) by recruiting a new institutional member has generated at least two new memberships.
- **Business Partner Membership -** We have culled the membership list of inactive Business Partners and permitted interested firms to join from our waiting list. We are committed to keeping the balance between Business Partners and Institutions a healthy one. We average about 50 business partners which keeps the ratio of business partners: institutions at a desirable level.
- **Joint Venture Considerations -** There has been some effort to offer members of DVAPPA and NJAPPA the opportunity to attend each other's meetings and professional development offerings with some success. NJAPPA offered the Supervisor's Toolkit in June of 2011 at one of their institutions and several members of DVAPPA sent personnel to attend the training which

reduced potential travel expenses. A drive-in training is also being arranged with both DVAPPA and NJAPPA members invited to participate.

7. Scholarships

None Applied For, None Awarded. We are actively encouraging the pursuit of future scholarships.

8. Awards and Recognition

Glenn Smith from Bryn Mawr College was elected to vice-president of professional development for APPA for 2010-2011. Glenn has been a member of DVAPPA for many years and has served in a number of leadership roles for DVAPPA, ERAPPA, and APPA. Glenn continues to be a key advisor to DVAPPA and his new role is a testament to his efforts in championing the programs that APPA offers.

9. Major Initiatives

As mentioned above, the main initiative for the chapter in the near term is the planning for the ERAPPA Annual Meeting in 2012. Volunteers from the chapter membership have been working on the event for over a year. The ERAPPA Annual Meeting is a highly valued and well attended event and the chapter is putting all its resources behind the host committee and its members.

10. Major Areas of Concern

One of the biggest decisions in 2010-2011 was the choice to discontinue the two-day spring conference held at Skytop Lodge. The conference at Skytop had taken place annually for over 20 years but in the last few years, participation by institutional members had declined to only a handful. As a result, there is a need to re-invent the annual educational conference and inject some new energy into its offerings. A survey of the membership showed the main hindrances to attendance were the amount of time away from the office, the cost, and the need for increased relevance of the educational sessions. As a result of this feedback, the DVAPPA board is evaluating the options for next spring and is working to develop an event that can attract and educate a greater number of its members.

The other challenge is attracting and maintaining board members able to commit time and effort to the needs of the chapter. In the past few years, several board members have relinquished their posts due to increased responsibilities at their institutions as well as terminations of employment. This situation causes a loss of continuity within the leadership of the chapter. Historically, board members would start serving as either secretary or treasurer of the chapter and progress through vice president, president, current past president, and past president. Recently, the DVAPPA board lost its vice president and has been operating with only a current past president. Recruiting board members is part of the responsibility of the board but even the current president is serving in that role due to resignation of the previous president. As a result, the board is under pressure to recruit new talent at a time when many of the potential future chapter leaders are already participating in the planning for the ERAPPA Annual Meeting in 2012.

Keystone Chapter
KAPPA

***Beth Clark*, Chapter President**
Penn State University

1. The Leadership

President	**Beth Clark**	Penn State University
First Vice President	**Joe Wojtysiak**	Harrisburg Area Community College
Second Vice President	**Ed Dankanich**	Penn State University – Harrisburg
Past President	**Greg Scott**	Penn State University
Treasurer	**Frank Connelly**	Thiel College
Director	**Daniel Barlup**	Penn State University – Harrisburg
Director	**Andy Wilson**	Slippery Rock University
Director	**Rick Phillips**	Penn State University
Secretary	**Lenny Libbon**	Carnegie Mellon University

ERAPPA Committee Representatives

Chapter Affairs	**Joe Wojtysiak**	Harrisburg Area Community College
Professional Development	**Frank Connelly**	Thiel College
Membership	**Pete Buchheit**	University of Pittsburgh at Bradford Technology
& Communications	**Rick Phillips**	Penn State University

APPA Committee Representatives None

2. Chapter Governance

At the Annual Business Meeting conducted during the Spring 2011 Meeting, the following changes were made to the by-laws:

Article I & II	Changed references to APPA to reflect rebranding...
Article III	Eliminated the "Associate Member" category and redefined the "Member" category to include all types of educational institutions.
Article IV	Introduced a provision that absolves the Chapter from having two meetings per year during that year the Chapter hosts the Region's Annual Meeting; changed language to reflect reasonable efforts will be made to keep meetings self-supporting on average.
Article VIII	Recognized that Article VIII is not used in the current by-laws.
Article X	Added a section to account for a 90-day transition period between former Treasurer and newly-elected Treasurer.

3. Chapter Events in 2010-2011

Spring 2011 Meeting
Toftrees Golf Resort and Conference Center
State College, PA
April 26 – 27, 2011
213 attendees
Dr. Mark Taylor – featured presenter

Fall 2011 Meeting The Gettysburg Hotel
Gettsyburg, PA
October 25 – 26, 2011
James Getty as Abraham Lincoln – featured presenter

4. Chapter Events Planned for 2011-2012

Spring 2012 Meeting Hershey Lodge
Hershey, PA
April 10 – 11, 2012

Fall 2012 Meeting Sheraton Erie Bayfront Hotel/Bayfront Convention Center
Erie, PA
October 17 – 18, 2012

5. Membership

The KAPPA officers are making a concerted effort to increase institutional membership in 2011 and 2012; existing institutional and business partner members have been asked to help with this initiative.

6. Scholarships

The Chapter awarded four scholarships during the Annual Business Meeting conducted during the Spring 2011 meeting in State College, PA. Each scholarship – named for Norman H. Bedell – is valued at $1,500 and can be used for any APPA Professional Development program. The recipients were: Ronald Perttu (Penn State University), Frank Connelly (Thiel College), John Duvall (Carnegie Mellon University), and Leiykun Kassahun (Harrisburg Area Community College).

7. Awards and Recognition

Doug Miller, Paul Politza, and Rick Wareham were awarded the Certificate of Merit for their service on the Board and to the Chapter.

8. Major Initiatives

In addition to seeking to increase institutional membership, the Chapter is interested in pursuing the idea of joint meetings with neighboring Chapters. Recognizing that travel/training budgets are very tight at our members' institutions and firms, the KAPPA Board continues to strive to deliver quality and affordable professional development programming and networking opportunities.

9. Major Areas of Concern

Business Partner Support remains very strong; however, the Chapter continues to be concerned about the ratio of business partners to institutional members. The focus on increasing institutional membership should remedy this concern.

10. Finances and Chapter Dues

The KAPPA Chapter is financially sound, having hosted a successful ERAPPA Annual Meeting in 2010. Membership dues are not collected in the KAPPA Chapter; rather, membership is based on meeting attendance and registration fees collected at each Chapter meeting.

11. Event Formats and Costs

KAPPA has Semi-Annual Meetings (typically April and October) with our Business Meeting and Chapter Elections occurring at the Spring Meeting. Our meetings begin with a welcome luncheon followed by our guest speaker, a vendor reception that includes exhibits and networking, and concludes with dinner. The focus of Day Two is professional development. There are at least two, if not three, tracks which include at least two educational sessions each. The meetings conclude around lunch on Day Two. Our members can choose full participation ($125), Day One participation ($95), or Day Two participation ($65). In addition, Business Partners can request a booth ($400) or provide sponsorship ($400), each of which includes one full participation registration.

12. Business Partner Relationships

Business Partner Support remains very strong; however, the Chapter continues to be concerned about the ratio of business partners to institutional members.

MARYLAND-DC CHAPTER
MD/DC APPA

***Leon Bivens*, Chapter President**
University of Maryland Eastern Shore

1. Chapter Leadership

President	**Leon Bivens**	University of Maryland Eastern Shore
President-Elect	**Dennis Bohlayer**	Towson University
Past President	**Phillip Brown**	American University
Treasurer	**Gary Viola**	University of Maryland Baltimore
Secretary	**Nancy Yeroshefsky**	University of Maryland College Park
Third Term Director	**Jerry den Hartog**	St. Mary's College of Maryland
Third Term Director	**Richard Weil**	The Catholic University
Second Term Director	**Mona Bernard**	The George Washington University
Second Term Director	**Sheri Vucci**	Smithsonian Institution
First Term Director	**Paul Mace**	Wor-Wic Community College
First Term Director	**Kevin Mann**	Salisbury University
Director of Prof. Dev.	**Michelle Frederick**..	American University

ERAPPA Committee Representatives

Chapter Affairs	**Leon Bivens**	University of Maryland Eastern Shore
Professional Development	**Nancy Yeroshefsky**	University of Maryland College Park
Membership	**Phillip Brown**	American University
Technology	**Dennis Bohlayer**	Towson University

APPA Committee Representatives No Representatives

2. Chapter Governance

The Bylaws were last revised at the Fall 2009 Chapter meeting. The language was changed to establish two-year terms for certain board positions. The Bylaws appear on the chapter web site at www.mddcappa.org. **The Board is considering revisions with regard to terms of office and officers.**

3. Chapter Events in 2010-2011

- **Board of Director Meetings and Conference Calls**
  - September 17, 2010 the Board held a Planning Meeting for the Fall Educational Program held at the University of Maryland Baltimore County (UMBC).
  - The Board of Directors held its Annual Planning Meeting on November 19/20, 2010, in Rehoboth Beach, Delaware. At this meeting, the 2011 calendar of events was planned as well as discussion with NJAPPA regarding a joint venture for an educational multi-day program in 2012.
  - Additional Chapter Board Meetings and/or conference calls were held on the following dates: December 14, 2010; January 21, 2011; February 11, 2011; March 4, 2011; April 15, 2011; May 10, 2011; May 19, 2011; June 15, 2011; June 29, 2011 (combined w/NJAPPA reps); and July 28, 2011 (for joint venture program planning).

- **Fall 2010 Educational Program**

  October 2010, a Fall Educational Program was held at the University of Maryland Baltimore County. The meeting was well attended with nearly 90 participants. The meeting offered 3 educational tracks from which attendees chose 2 of 3 to attend. The topics included: *Environmental Solutions, Document Retention, and Communication 101*.

- **Supervisor's Toolkit**: October 2010, the University of Maryland Eastern Shore (UMES) hosted the *Supervisor's Toolkit* and 35 participants attended, representing UMES, Salisbury University and Wor-Wic Community College.

- **Spring 2011 Educational Program**

  March 2011, a Spring Educational Program was held at American University. The program was well attended with approximately 110 participants. The meeting offered 3 educational tracks from which attendees chose 2 of 3 to attend. The topics included: *Creating an Innovative Climate – the American University Approach, Bed Bugs, and Establishing a Water Intrusion Management Program (WIMP).*

- **NFM&T**

  March 2011, the Chapter hosted a booth at the 2011 National Facilities Management & Technology Expo (NFM&T) in Baltimore, Maryland. This was a great opportunity for the Chapter to promote its local programming, the benefits of APPA membership, and the 2011 ERAPPA Annual Meeting.

- **Annual Two-Day Educational Program**

  Held June 16-17, 2011, at the Rocky Gap Lodge and Golf Resort, Cumberland, MD. More than 70 attendees were at this meeting. Two educational programs were offered:

  - *Internal Selling – Getting to Yes*, presented by Norm Young, Univ. of Hartford and Bill Johnson Haley & Aldrich; and
  - *Facility Capital Investment Planning*, presented by Jim Whittaker, President, Facility Engineering Associates

4. Chapter Events Planned 2011-2012

- August 15-18, 2011 – Supervisor's Toolkit sponsored by MD/DC APPA, hosted by University of Maryland Baltimore.
- August 26, 2011 – Board of Directors Fall Planning Meeting at Wor-Wic Community College
- October 21, 2011 – Fall Educational Program at Wor-Wic Community College. The following 3 topics are planned:
  - Destructive & Non-Destructive Testing of Materials
  - Synthetic Turf Fields
  - Respect & Civility
- October 21/22, 2011 - **Planning Meeting** –at Ocean City, MD (following Fall Program). This will be a combined Board Planning meeting with NJAPPA to plan for the 2012 joint venture.
- May 3-4, 2012 – Two-day Educational Program hosted by MD/DC APPA and NJAPPA, to be held in Ocean City, MD. Planning is in progress.

5. Hosting for Upcoming ERAPPA Conference

The MD/DC APPA Board continues to support the ERAPPA annual conference by sending representatives to the mid-year meeting and to the annual meeting. For the third year in a row, MD/DC APPA will have a board member as one of the Toolkit facilitators.

6. Membership

Our Institutional Membership numbers are holding, if not growing, despite the economic climate. Our Business Partner Membership continues to grow. We continue to make attempts at recruiting new members including K-12 and community colleges.

7. Scholarships

MD/DC APPA awarded two 2011 scholarships at the Fall 2010 meeting and will award up to 3 scholarships at the Fall 2011.

8. Awards and Recognition

None to report

9. Major Initiatives

Membership - The Chapter continues to develop membership by establishing personal contacts.

Educational Needs - The Chapter strives to provide meaningful educational topics for members and strives to be a resource for its members.

Technology - The Chapter is working to improve its webpage and use of technology for registration and payment for programs.

Joint Venture with NJAPPA - The MD/DC APPA Chapter and the NJAPPA Chapter will join together and host a 2012 multi-day educational program, scheduled for May 3-4, 2012.

10. Major Areas of Concern

Shrinking Training Budgets - Local college and university training budgets continue to be cut. Training has to be affordable and worth the investment by the institution.

NEW JERSEY CHAPTER
NJAPPA

***Mark Showers*, Chapter President**
Rowan University

1. The Leadership

Director	**Fulvio Cesco-Cancian**	Ocean County CC
Director	**Robert Comero**	Monmouth University
President	**Mark Showers**	Rowan University
Technology	**Robert Comero**	Monmouth University
President Elect	**Andrew Christ**	New Jersey City University
Treasurer	**Dave DeHart**	Rutgers University
Secretary	**Voula Liacopulos**	Blackney Hayes Architects
Past President	**Dianne Gravatt**	Rutgers University
Chapter Affairs	**Mark Showers**	Rowan University
Director	**Brian O'Rourke**	Raritan Valley CC
Membership	**Fulvio Cesco-Cancian**	Ocean County CC
Professional Development	**Dianne Gravatt**	Rutgers University

2. Chapter Governance

Institutional Membership - Recruitment campaign continues **adding Community Colleges** in addition to **Universities & Colleges**

Business Partners - Business Partner recruitment is very successful, many on wait list.

Federal ID # - Received

Affiliate Agreement - Signed on July 10, 2008

By-Law Final Revisions - April 18, 2008 Board Meeting

Chapter Insurance Policy - Obtained in July 2008, under APPA umbrella

Education - Chapter continues to offer timely topics of interest to constituents

Technology - Transitioned to OgoSense for web site hosting, the same system being used by ERAPPA. We obtained a PayPal account so that meeting and conference registration is easier. We have updated Magnet Mail throughout the year.

3. Hosting for Upcoming ERAPPA Conference

2014	**Atlantic City, New Jersey**	Date and Venue to be determined	
	NJAPPA Co-Chairs	**Mark Showers**	Rowan University
		Andrew Christ	New Jersey City University

The Host Committee is being formed and the Request for Proposals for conference planners has been published this month. The meeting will be held in Atlantic City.

4. Membership

Membership and attendance has been growing especially for the Spring Conference. We have added special interest meeting in the Summer and Winter for Institutional members in addition to our Spring and Fall meetings. Business partner interest is very strong with wait lists in many categories.

5. Scholarships

Several scholarships were awarded during Spring and Fall meetings for Supervisors Toolkit and the Spring Conference. Assistance is being provided to allow Board members to attend the ERAPPA conference in light of travel restrictions instituted by the States Colleges and Universities.

NORTHERN NEW ENGLAND CHAPTER
NNECERAPPA

***Anita Bailey*, Chapter President**
Phillips Exeter Academy

1. The Leadership

Anita Bailey	Phillips Exeter Academy	President
Leo Deon	University of Maine Farmington	Vice President
John O'Shaughnessy	St. Paul's School	Secretary/Treasurer
Gary Hill	Dartmouth College	New Hampshire State Director
Steve Peary	University of Maine, Orono	Maine State Director
Paul Campo	University of Vermont	Vermont State Director
Dale DeBlois	Colby College	Ex-Officio Past President

Committee Chairs

Connie Simmons	Phillips Exeter Academy	Membership Chair
Dan Gearan	University of Southern Maine	Technology Chair
David Barbour	Retired	Emeriti Chair
Richard Battistoni	Saint Michael's College	Professional Development Chair
Rich Wolbach	University of Vermont	Business Partner Chair

Following the model that was established back in 1978, our chapter continues to hold semiannual meetings in the spring and fall on the campuses of institutional members. Through excellent educational programs covering current topics we support the training needs of our members, all the while providing networking opportunities for facilities professionals at all levels from a variety of institutions- from our ever-growing K12 members to higher educational facilities members. Looking for ways to remain current and pertinent to our members and continuing to attract new members as well as new blood into the board structure are important initiatives for our chapter.
Our financial position remains the strongest in our chapter's history, challenging us to look for ways we can support our member needs for high quality educational programs.

We continue to struggle with the problem of attracting host institutions, especially in the difficult fall time frame when most schools do not have a break period. At times in the past, we have been able to look ahead to a list of upcoming conference locations, whereas today we struggle to keep a short list going. Although we have had two 1st time host schools recently step up to the plate (St. Paul's School and Norwich University), which in itself generated excitement at the prospect of visiting those campuses for the first time, it often falls to the same core group of schools to commit to hosting. Through a chapter "Process Book" that acts as a host's guide (which we plan to provide electronically through the web site in the near future), as well as by connecting prospective hosts with conferencing services that can take away some of the "heavy lifting" and detail work, allowing hosts to focus on programs and venue, we feel that, although still a commitment, hosting has become easier.

We are fortunate to attract committed board members and committee chairs who are willing to work hard and keep us at the top of our form. I look forward to working with and having the support of these colleagues over the next two years.

2. Chapter Governance

Chapter offices are 2 year terms- we recently had elections in March 2011 at Norwich University. The next elections will be held in March 2013. Four of the six board positions are held by members new to the board.
Our Annual Chapter Business Meeting was held at Norwich University and the above mentioned board was elected.

3. Chapter Events in 2010-2011

Fall 2010 Chapter Meeting was held on October 28th and 29th on the campus of the University of Maine in Orono - With more institutions going away from fall breaks, we are keeping alternate site options open, with a connection with a local campus, when possible. Steve Peary and his crew did a great job hosting. We had a **4 track educational grid** consisting of: *Administrative & Management*, *Maintenance & Operations*, *Energy & Utilities*, and *Planning, Design & Construction*. The weather cooperated and the campus provided an ideal venue.

Spring 2010 Chapter Meeting was held March 17th & 18th at Norwich University in Northfield, Vermont - We had the fortunate opportunity to visit a new campus, **Norwich University**, where our Annual Business/Spring Chapter Meeting was held. As the oldest private military college in the country, there was excitement from within the membership for a new location with so much to offer. **Bizhan Yahyazadeh** and the whole Norwich team, working with **Delaney Meeting and Event Management** pulled together a wonderful *4 Track Professional Development Grid* at a location that showcased some newly completed construction projects. The tracts consisted of: C*ustodial/Housekeeping*, *Grounds Care*, *HVAC/Electrical Systems*, and *Construction Management/Design*. All sessions were well attended. We were also fortunate to have **Suzanne Healey** from the APPA office join us.

4. Chapter Events Planned For 2011-2012

Fall 2011 Meeting: Bates College, Lewiston, Maine on Oct. 20-21.
Spring 2012 Meeting: Will be held at Phillips Exeter Academy in Exeter, NH. on March 8th and 9th.

5. Membership

The current relationship between our Institutional Members and Business Partners is healthy, strong and very beneficial to both.

Business Partners have a captive audience at our meetings and their yearly dues, booth registrations and sponsorships help fund both our meetings as well as other facets of our organization.

We initiated a more **structured method for collecting yearly dues** as well as insuring all our members, both Institutional and Business Partner alike; get our Annual Directory which contains all active Members, Business Partners as well as general information which promote the many opportunities in APPA.

6. Scholarships

We continue to offer our **standard scholarship quota toward the FMI**, but at a higher dollar amount to help attract more applicants as well as defer some of the rising costs of travel. In addition, we have added **3 new scholarships** to other APPA/ERAPPA educational opportunities per year. Finally,

the chapter has added a scholarship award to each institution hosting a chapter meeting to be used by an individual from that institution toward an APPA related training or event.

7. Initiatives

Our Chapter Recognition Pin Program has been in existence since rolling out in the fall of 2009. We recognize members for number of membership years (Emeritus, Member, 5 year, 10 year, 15 year, and 20 year plus) and announce awards at each conference banquet. Recognition pins are determined through an on-line application process, and include pins for both Institutional Members and Business Partners.

We have been working toward providing a minimum of one education session offering CEU's at each chapter conference, which we feel adds value to the program for some of our members.

8. Major Areas Of Concern

The major issue the Board is dealing with is **how to attract a host institution to host a meeting**. We will continue to strive to promote the many benefits of hosting a meeting, as well as the ease with which it can be accomplished with our conference planning group. **I feel strongly that our meetings need to be on a campus**, for the many facets it brings into play, and will continue to promote this during this board's term.

9. Finances And Chapter Dues

As of our last Annual Treasurer's Report, issued at the March 2011 Business Meeting, we had a balance of **$77,424**. Our annual financials has shown a growth of approximately $7,000 over the past year. Since March of 2010, we have had an income of $122,432.71 and expenses of $61,229.40 for a balance of $77,424 as stated above.

Our income is based on revenue from our conferences ($25,963.92) and Subscribing Business Partner Membership Dues ($10,644.91), and revenue from the ERAPPA 2009 conference in Portland ($85,823.88---less $5,000 Seed Funds), while our expenses are comprised of Chapter initiatives, conference planning, administrative fees, and scholarships for a total of $61,229.40.
We are in a very solid financial position and are aggressively looking at new initiatives to help promote the chapter and make training more accessible to a larger audience.

10. Event Formats and Costs

We mirror our Bi-Annual Meetings with the ERAPPA meeting format. They are typically a 2 day multi-track meeting, hopefully on a campus of higher education with the Board arriving a day early to conduct business.

We continue to try to hold our **full registration costs for the meeting at $99**, which helps our attendee numbers. **The total participants** for our last **2 meetings were 211** at The University of Maine, Orono in the fall of '10, and 266 at Norwich University in the spring of '11.

Our Business Partner numbers vary depending on the venue provided, with those not able to obtain a booth, realizing they are not allowed to do business in the Business Partner areas. We have had little to no major issues enforcing this, and hope to continue this success.

Our spring conference had total expenses of $68,488.52, with an income of $74,683.12 for **a net of $6,194.60.**

11. Business Partner Relationships

With a Chapter Business Partner Committee Chair, we continue to maintain a strong relationship with our chapter **Business Partners** and will continue to nurture this, along with balances to control BP to Institutional Representatives ratios. They are an important component to our organization, and will continue to be so. We run our meetings using the ERAPPA Annual Meeting model, with our Chapter Business Partner Committee Chair having oversight of the activities related to interaction between BP's and institutional members. Our Business Partners are important, but our strongest focus remains on the value of our institutional membership, "Developing Facilities Professional", as our tag line states.

New York Chapter
NYAPPA

Jeffrey P. Foster, Chapter President
University of Rochester

1. The Leadership

President	**Jeffrey P. Foster**	University of Rochester
1st Vice President	**James Pepe**	CUNY Staten Island
2nd Vice President	**Nasrin Parvisi**	SUNY Cortland
Treasurer	**Mark Frost**	Sienna College
Secretary	**Bridgette Anderson**	Dutchess Community College
Past President	**Robert K. Britton**	Syracuse University
Directors	**Tom Dreyer**	SUNY Cortland
	Masoom Ali	Nassau Community College
	John McEnrue	SUNY New Paltz
	Barry McHugh	University of Rochester
	George Stooks	SUNY Geneseo
	John Shupe	SUNY New Paltz
	Steven J. Bellona	Hamilton College
Alternate Directors	**Tom Rathbone**	SUNY Oneonta
	Rex Giardine	Syracuse University

2. Chapter Governance

The Chapter By-Laws have been revised and were approved by membership.

3. Chapter Events in 2010-2011

Collaborative Meetings by NYAPPA and SUNY/PPAA - NYAPPA and SUNY/PPAA will continue to hold Jt. Summer Conferences and Annual Meetings SUNY conducts a Winter Conference. NYAPPA and SUNY have agreed to hold the NYAPPA'S Winter Board Meeting at the SUNY Winter Conference location in Cooperstown, NY and to also hold a joint board meeting. We are continuing to hold two Joint Board Meetings a year, along with four separate NYAPPA Board Meetings.

2010 Joint Conference - The SUNY/PPAA and NYAPPA 2011 Summer Conference was held July 12-14 in Albany, NY. This year's theme was "Crossroads to the Future" and educational tracks were geared toward sustainable design, operation and maintenance and energy conservation. The conference was jointly sponsored by Sienna College and SUNY Albany. A NYAPPA Board Meeting was held on July 11 preceding the summer conference and a joint board meeting with SUNY/PPAA was also held.

Lighting Seminar - On April 26, 2011, NYAPPA presented an educational seminar in Rochester, NY "Diverse Lighting Applications".

APPA's Supervisors Toolkit - NYAPPA sponsored APPA's Supervisor's Toolkit October 18-22, 2010. The conference was hosted by CUNY Staten Island in Staten Island, NY.

NYAPPA's Board Meetings - On January 31, 2011, NYAPPA conducted a Board of Director's Meeting in Cooperstown, NY. Items discussed included:

- The joint SUNY/PPAA and NYAPPA summer conference and annual meeting, associated contracts, education sessions and AIA credits.
- Spring 2011 Lighting Seminar in Rochester, NY.
- Summer 2011 Joint Conference and Annual Meeting in Albany, NY

On July 11, 2011, NYAPPA conducted a Board of Director's Meeting in Albany, NY, the day before the joint summer conference. A joint board meeting was held with SUNY/PPAA. Items discussed included:

- NYAPPA Board Openings
- NYAPPA Website and list serve updates
- ERAPPA 2013 conference planner update

4. Chapter Events Planned for 2011-2012

October 5, 2011	NYAPPA Board Meeting - At ERAPPA Fall Conference, Halifax, NS
January 2012	SUNY/PPAA and NYAPPA Combined Board Meeting, Cooperstown, NY
April 2012	NYAPPA Board Meeting and Spring Conference
July 2012	SUNY/PPAA and NYAPPA Summer Conference and combined Board Meeting hosted by SUNY Albany and Sienna College

5. Hosting for Upcoming ERAPPA Conferences

NYAPPA is currently slated to host ERAPPA's 63rd Conference in 2013. BTI has been contracted as the conference planner. George Stooks, SUNY Geneseo and Barry McHugh, University of Rochester, have been named co-chairs.

6. Membership

A NYAPPA Board of Directors and Annual meeting were held at the summer conference. NYAPPA continues our Board Development Initiatives to **balance directors between Private, State, and Community Colleges** in order to best serve and represent the higher education facilities through NY. We continue outreach to statewide higher education institutions to increase our service and membership base.

NYAPPA has been successful in stretching across NY, adding Board Members from Buffalo to New York City. The NYAPPA executive committee is committed to keeping the Board an approximately 50/50 split between SUNY and private colleges, adding in CUNY colleges, plus one high school. We expect this to give us the representation we need to serve all the higher education facilities throughout the state. We still have director and alternate director's positions open and will continue to work on development while at the ERAPPA Conference.

7. Scholarships

Two scholarships are available annually to the *APPA Institute for Facilities Management.* An award is made at each conference.

ONTARIO CHAPTER
OAPPA

Rick Zalagenas, Chapter President
University of Waterloo

1. The Leadership

Past President	Bob	Carter	University of Guelph
President	Rick	Zalagenas	University of Waterloo
Treasurer	Claudio	Brun del Re	University of Ottawa
Vice President	Roy	Langille	University of Western Ontario
Energy Subcommittee Chair	Hugh	Briggs	Lakehead University

2. Chapter Governance

There has been no change in the structure since the last report. Dues are $210 per institution per year. The Chapter Membership consists of Universities in the Province of Ontario.

3. Chapter Events in 2010-2011

OAPPA typically meets 3 times a year for half a day. There is also a 1 day Annual meeting, which is held during the Annual Conference normally scheduled near the end of May.

The Quarterly Meetings are typically held at York University in Toronto.

The Annual Conference is hosted by a different university each year.

2011 Conference: was held at Ryerson University in Toronto, Ontario from May 31st to June 3rd.

The theme for this conference was *"Seeing 2020: A Vision for the Future".* The following topics were discussed:

Digital Cities: Smart Building Technologies
Sustainability and the Role of Engineers
The Evolving Design of Educational Spaces
The Future of Data Centres
BIM: Creating a Digital Campus
Water Reclamation: Riyahd Reclamation Project
Campus Roundtable Sessions: Challenges and Successes

The Annual Conference had **excellent participation from OAPPA members** and **Excellent support from sponsors** which resulted in a very successful conference.

4. Chapter Events Planned for 2011-2012

Quarterly meetings are planned for September and December 2011 and March 2012. OAPPA's Annual Meeting in 2012 is planned to take place at the Laurentian University in Sudbury, ON. The Energy Committee has held regular quarterly meetings. The Sub groups meetings (Grounds, Maintenance & Utilities and Custodial) have yet to determine dates and locations.

5. Membership

Membership is stable and the **participation rate is very good.**

6. Scholarships

No scholarships were awarded this past year.

7. Awards And Recognition

Special awards were presented to: **Dennis Hastings (**University Of Windsor), **Ian Hamilton (**Ryerson University), **Tony Cupido (**McMaster University) and **John Wordley (**Trent University) for their many contributions towards promoting the success of OAPPA and its' affiliated associations.

8. Major Initiatives

Facility Condition Audits -continued on Ontario campuses, with 11 institutions surveying over 34 million sq. ft. of space in the initial phase. Subsequently many are continuing with expanding the scope of the audits as well as looking at infrastructure condition assessments. This should both improve reporting to the Ministry and provide data at a more detailed level to improve decision making.

Benchmarking - The chapter members, through the Energy subcommittee continued to update utility consumption data. As well, CAUBO Facility benchmarking initiatives continue across the country.

College Sector Interaction -has been promoted, with a presentation to OCFMA on facilities auditing, an invitation to attend our annual conference and a "Directors Challenge" to promote dialogue.

9. Major Areas Of Concern

Accessibility legislation in the Province of Ontario is being changed. A Standards Development Committee which included representation from OAPPA completed its work. The Council of Ontario Universities has created a reference committee to follow up on implementation issues.

Input on new regulations was provided to various government ministries in regards to regulations being developed supporting new legislation. This allowed specific concerns of the group to be potentially addressed prior to broader public consultation.

Ontario College Facilities Management Association
OCFMA

Blayne Mackey, Chapter Chairperson
St Lawrence College

1. The Leadership

Chairperson	**Blayne Mackey**	St. Lawrence College
Chairperson Elect	**Ron Vopni**	Confederation College
Past Chairperson	**Harry Bakker**	Fanshawe College
Secretary	**Kirk Fleming**	Loyalist College
Treasurer	**Paul Mantle**	Lambton College

Executive Committee elections are slated for OCFMA AGM 44 in Toronto, ON in 2011.

Executive Committee Meetings

Dec 06, 2010	All Directors Toronto - Routine Business Matters.
Feb 07, 2011	All Directors – host conference site – Preconference planning.
Apr 04, 2011	All Directors – conference call.
Jun 06, 2009	All Directors Toronto - Routine Business Matters.
Sep 26-28, 2011	OCFMA 2011 Conference & AGM 44

2. Chapter Governance

Colleges Ontario is the advocacy and outreach association of Ontario Colleges. OCFMA is a coordinating committee operating within the framework provided by Colleges Ontario and reports to the Administrative Services Coordinating Committee (ASCC). The Association operates under member-approved Terms of Reference which underwent significant changes in 2010.

3. Chapter Events in 2010-2011

General membership meets annually at the Association's Annual General Meeting (AGM) & Conference. OCFMA 2010 Conference & AGM 43 was held September 27 - 29, 2010 (Sunday to Wednesday) in Peterborough, Ontario by host Fleming College.

The 3rd joint conference between Ontario Colleges Facilities Management Association (OCFMA), Administrative Services Coordinating Committee (ASCC), Colleges Ontario Financial Officers (COFO), and Ontario Colleges Purchasing Managers Associations (OCPMA) Approx. 150 delegates actively participated in educational tracks presented by our own Association members.

4. Chapter Events Planned In 2011-2012

General membership meets annually at the Association's Annual General Meeting (AGM) & Conference. OCFMA 2011 Conference & AGM 44 will be held September 26 - 28, 2011 (Sunday to Wednesday) in Toronto, Ontario by host Seneca College.

The 4th joint conference between Ontario Colleges Facilities Management Association (OCFMA), Administrative Services Coordinating Committee (ASCC), Colleges Ontario Financial Officers (COFO), and Ontario Colleges Purchasing Managers Associations (OCPMA) Approx. 150 delegates actively participated in educational tracks presented by our own Association members.

5. Membership

It is consistent with the Terms of Reference. Membership is limited to the Ontario Colleges. Membership is stable with very good participation from all institutions and from all levels of the facilities administration.

6. Scholarships & Awards

Building on the ERAPPA Awards, OCFMA introduced its Awards and Recognition Program to recognize Association Members who actively demonstrate excellence and professionalism in the advancement of facilities management of Ontario Colleges through advocacy, leadership and management, best practices, and collaboration. The following 2010 Awards were presented:

• 2010 President's Award	Caroline Donkin	Colleges Ontario
• 2010 President's Award	Blayne Mackey	St Lawrence College
• 2010 Effective & Innovative Practices Award	John Labrie	Georgian College
• 2010 Effective & Innovative Practices Award	Paul Mantle	Lambton College
• 2010 Pacesetter Award	Cynthia Watt	MC&U
• 2010 Meritorious Service Award	Ron Vopni	Confederation College
• 2010 Meritorious Service Award	Mal Woodhouse	Niagara College

- The 2010 Builders Club New Ontario Colleges Facilities Directors
  Certificates presented to new Ontario Colleges Facilities Directors to recognize contributions of individuals who represent their respective College in the Association since its 1967 inception.

7. Major Initiatives

Strategic Plan - Implementation of the Association's Strategic Plan remains an OCFMA **key priority**. This year we are focusing on two areas. The first is developing a reliable data base of existing college space and a model for projecting requirements. The second is to update the VFA data base and seek funding for cyclical renewal requirements for the sector.

8. Major Areas Of Concern

Advocacy remains a critical priority for OCFMA, particularly with respect to establishing the need for adequate, long-term capital funding to properly address *infrastructure renewal*, *facilities adaptation/renovations*, and *new infrastructure development/replacement priorities* of member Colleges.

SOUTHERN NEW ENGLAND CHAPTER
SNEAPPA

John Michalewicz, Chapter President
University of Hartford

1. The Leadership

President	**John Michalewicz**	University of Hartford
Vice President	**Nancy Tinker**	Eastern Ct State College
Secretary	**Yvonne Keilb**	UMass Amherst
Treasurer	**John Cannon**	College of the Holy Cross
Board Members	**Tom Kane**	Bentley College
	Tom Yopp	Choate Rosemary
	Keith Woodward	Quinnipiac University
	Jerry Sidio	University Rhode Island
	Keith Macdonald	Bridgewater State
	Jim Yocius	Loomis Chaffee School
Webmaster	**Jerry Sidio**	

2. Chapter Governance

The Board utilized conference calls and face to face meetings to discussion issues including incorporation *requirements, nonprofit status, insurance, future meetings, 2015 ERAPPA annual meeting, scholarships and on-line payments and registration*.

In March of this year, the Southern New England Chapter of APPA, Inc, was granted a 503(c) non-profit status with an effective date of September 26. 2008.

In May of this year, SNEAPPA filed Return of Organization Exempt from Income Tax (form 900) appropriate to cover all time since the chapter was incorporated. These filings have brought the Chapter up to date with it regulatory filings.

SNEAPPA Treasurer completed an audit of financial accounts and records, established new accounts and reporting practices for the chapter.

The Chapter is currently pursuing on-line payment and registration services to reduce burdens related to our meetings and activities.

SNEAPPA website maintenance and support continue to be a high priority for the Board.

3. Chapter Events in 2010-2011

The Chapter holds 3 meetings per year - Fall, Spring, and Summer.
Chapter meetings begin 8am to 9am with registration, continental breakfast, and networking. Before the educational portion of the program begins, the Chapter President and other Board Members provide the Chapter Membership with business related updates.

Two educational sessions along with additional **networking** are provided before lunch, followed by tours of the hosting campus or venue.

Our meeting usually adjourns by 2:30pm. In an effort to keep the meetings engaging, the Board may also provide an educational track session or contract with a guest speaker. This year we met at:

- **Boston College**

  Internal Administrative Program Review**:**

  A developmental process of on-going reviews involving systematic assessments, planning, action and implementation. An in-house program developed at Boston College to self assess their own administrative program groups. This same topic is being presented at the next annual meeting. Presenters were BC staff members and John Cannon from College of the Holy Cross

  Commissioning Services **:**

  Best value, best practices and lessons learned for commissioning services **–** the presentation focused on how to get the most for your commissioning services dollar. Presenters were BC staff and business partners

- **University of Rhode Island**

  PCBs. EPA Policy, Remediation Experience and Panel Discussion:

  URI staff from their Environmental Health and Safety Group started the presentation with a history of the PCB regulations and URI's experience working within the regulations. Panel discussion followed with Ms. Kim Tisa from EPA Region I on the panel.

  The second presentation included

  Pest Management – managing bed bugs: URI's experience with bed bugs, successes and delta shared along with their IPMs and RFQs developed – shared to assist other how may encounter the problems.

- **Eastern CT State College -- (**Annual Lobster Bake) –

  General meeting of chapter held. No elections needed to be held this year.

  Motivational speaker Tracy Knofia presented "Maintaining Morale, Spirit and Service during times of Chaos and Change" – an interactive session involving entire audience.

- **APPA's Supervisor's Toolkit** was held at the University of Hartford. 21 current supervisors from 7 different institutions graduated from the class.

4. Chapter Events for 2011-2012

For the upcoming year 2011-2012, SNEAPPA is planning the following events:

- **Fall Meeting(Nov 17, 2011)** --- College of the Holy Cross
- **Spring Meeting(2012) ---** Mohegan Sun (tentative)
- **Summer Meeting(2012) ---** To be determined

5. Membership

Attendance for all meetings has been strong with approximately **90-105 attendees**. We continue to reach out to our constituency in an effort to provide educational programs that are relevant to our everyday professional responsibilities.

6. Scholarships and Awards

The Chapter's subsidy of the cost of the Supervisor Toolkit for each attendee was funded from the scholarship budget. One scholarship in the form of attendance at the 2011 ERAPPA Annual Meeting in Halifax was awarded. One scholarship award has been approved by the Board and will be awarded shortly – this scholarship will support the attendance at the APPA Institute. Special awards, including the President's Award are still in development.

7. Finances And Dues

The SNEAPPA continues to see **solid registration numbers for the spring, summer and fall meetings**. This has allowed the Board to pursue a **scholarship program** as discussed above.

Typically, the cost per meeting is based on the venue and can range from **$75 to $105**.

We work hard to get the registration and agenda out a month before each event and allow attendees the option of paying by check in advance or at the door.

We do not charge an annual fee for membership which keeps participation relatively inexpensive and easy.

8. Business Partner Relationships

Business Partners are welcome at all Chapter Meetings but do not provide any type of sponsorship. While we realize the importance of our Business Partners, we ask them to keep a low key or informal approach toward any type of member solicitation. In this respect, we hope to insure that our educational facilities attendees feel relaxed at the meetings.

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The Board remains the same as no positions were up for election this summer. We wish of former Secretary Yvonne Kielb our best as she takes on her new role in the State Construction in Albany, NY. In addition to her service as Secretary, Yvonne also was our representative to the Professional Development Committee. We look forward to seeing Yvonne active with NYAPPA.