



NCARB

REGIONAL SUMMIT

2020 Member Board Executives and Regional Summit Registration Information

- MBE Workshop – March 5, 2020 in Cambridge, Massachusetts
(For Board Executives, Staff, and Legal Counsels only)
- Regional Summit – March 6-7, 2020 in Cambridge, Massachusetts

December 18, 2019

Dear Member Board Executives and Board Staff:

As the chair of the Member Board Executives Committee, I am pleased to invite you to the 2020 Member Board Executives (MBE) Workshop on March 5, 2020, in Cambridge, Massachusetts. During this event, you will have an excellent opportunity to network with colleagues from across the country, sharing best practices related to our regulatory roles.

This year's Member Board Executives Workshop agenda has been carefully planned to address key areas of significance to the MBE community—such as identifying opportunities to improve processes, exploring investigations and board authority, and understanding how to leverage NCARB's tools and services to more effectively manage our licensees.

Your participation is a crucial part of the workshop as we highlight tools to improve your ability to regulate effectively, share feedback from the MBE community, and nominate a Member Board Executive Director for the FY21 Board of Directors.

As a benefit to licensing boards, NCARB covers the cost of registration, travel, and lodging for a Member Board Executive representative from each board. This funding includes attendance at the MBE Workshop as well as the annual Regional Summit, which occurs immediately after the MBE Workshop. Please register for the event on the Regional Summit website by February 3, 2020. After you register, NCARB will make your hotel reservations based on the dates included in your registration information.

This year's MBE Workshop and Regional Summit will be held at:

Royal Sonesta Boston
40 Edwin H Land Blvd
Cambridge, MA 02142

If your schedule allows, please join us for dinner on Wednesday, March 4, at 6:00 p.m., for an MBE Community dinner and a chance to get to know your colleagues.

Located just over the river from Boston and home to Harvard University and the Massachusetts Institute of Technology, the city of Cambridge features iconic architecture, excellent museums, and a range of restaurants for every taste—I look forward to seeing you there!

Sincerely,

Emily Cronbaugh
Chair, Member Board Executives Committee

Member Board Executives Workshop
Royal Sonesta Boston

March 5, 2020

Wednesday, March 4th

6:00 p.m. MBE Community Dinner

Thursday, March 5th

7:30 – 9:00 a.m. MBE Workshop Registration

8:00 – 9:00 a.m. MBE Breakfast

9:00 – 9:30 a.m. **Welcome and Introductions**
Welcome remarks
Icebreaker
MBE Candidate Speeches

9:30 – 10:30 a.m. **MBE's Challenging the Orthodoxy**
In this one-hour discussion, participants will be asked to identify common areas of their work which are primed to be refreshed/rethought by thinking outside of the box.

10:30 – 10:45 a.m. **Break**

10:45 – 11:45 a.m. **Enforcement: Framework, Application and Prevention**
In this one-hour panel discussion, participants will explore various components of investigations, basis of authority and frameworks for regulating the practice of architecture.

11:45 – 12:00 p.m. **Audit Results and Expectations**
In this session, participants will gain greater insight on the Annual Quality Assurance Audit, explore this year's audit results and learn about future audit enhancements.

12:00 – 1:00 p.m. MBE Networking Lunch

1:15 – 2:30 p.m. **MBE Forum: Community Feedback**
In this session, participants will be divided into small group discussions based on their board type (umbrella agency, multidisciplinary, single discipline) to discuss hot topics impacting licensing boards.

2:30 – 2:45 p.m. **Break**

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- 2:45 – 3:45 p.m.** **Architecture 201**
In this one-hour session, participants will have the opportunity to explore the life of a practicing architect with a focus on architecture sustainability and resiliency.

 - 3:45 - 4:00 p.m.** **Closing Activity**



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December 18, 2019

Dear Member Board Members and Executives:

As the chair of Region 1, I am pleased to invite you to the 2020 Regional Summit in Cambridge, Massachusetts. The second largest gathering of NCARB members, the annual Regional Summit is planned and executed by your regional representatives on the Regional Leadership Committee. Attendees at the Regional Summit have the opportunity to meet with their regional colleagues, address important local issues, and work together to enhance regional initiatives.

This 2020 Regional Summit's agenda has been carefully planned to highlight key areas of significance for your board—such as managing sunset reviews, working with code officials, and best practices for board operations—as well as offer more opportunities for engagement and collaboration both within individual regions and between regions. In addition, attendees at the Regional Summit will preview draft resolutions to be voted on at the 2020 NCARB Annual Business Meeting and hear from candidates for the FY21 NCARB Board of Directors, enabling each region to be better prepared to represent its members as we shape the future of architectural regulation.

All Member Board Members and Executives, as well as board staff, are encouraged to attend this important meeting to provide perspectives from your jurisdiction that influence the direction of regional and national policy.

As a benefit to licensing boards, NCARB covers the cost of registration, travel, and lodging for representatives from each board. This funding is available for two board members (any position on the board), one public member, and the board executive or their designee. This year we also have some limited funding available for board legal counsels to attend as well. Please contact Josh Batkin at council-relations@ncarb.org if your board is interested in having the legal counsel attend.

Please register for the event on the Regional Summit [website](#) and reserve your hotel room by February 3, 2020. *Note: NCARB will make hotel reservations for board executives.*

This year's summit will be held at:

Royal Sonesta Boston
40 Edwin H Land Blvd
Cambridge, MA 02142

If your schedule allows, please join us for an icebreaker reception at the Harvard Art Museums on Thursday, March 5, at 6:30 p.m., for light hors d'oeuvres and the chance to get to know your colleagues from around the country.



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Located just over the river from Boston and home to Harvard University and the Massachusetts Institute of Technology, the city of Cambridge features iconic architecture, excellent museums, and a range of restaurants for every taste—I look forward to seeing you there!

Sincerely,

Janet L. Hansen, AIA, NCARB, LEED AP
Maine Licensed Architect
Region 1 Chair



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AGENDA

Thursday, March 5

- 4 – 6 p.m. Registration Open
- 6 pm Buses Begin Loading for the Networking Reception
- 6:30 – 9:30 p.m. Networking Reception
[Harvard Art Museums](#) | 32 Quincy Street, Cambridge, MA
Transportation provided. Buses begin returning to the hotel at 7:45 p.m.

Friday, March 6

- 7 a.m. Registration Open
- 7:30 – 8:30 a.m. New Attendee Breakfast
- 7:30 – 8:30 a.m. General Breakfast for Attendees and Guests
- 8:30 – 8:45 a.m. Break
- 8:45 – 11:45 a.m. Regional Meetings
Each region will caucus to discuss regional affairs.
- Noon – 1 p.m. Joint Lunch and Presentation of Resolutions
- 1 – 2 p.m. General Session
- 2 – 2:30 p.m. Break
- 2:30 – 5 p.m. Regional Meetings
Each region will caucus to discuss the proposed resolutions.
- 6:30 p.m. Regional Dinners



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Saturday, March 7

7:30 – 8:30 a.m.

Regional Breakfasts

8:30 – 10:30 a.m.

Educational Seminar for Region 6

8:30 – 10:30 a.m.

Continuing Education Seminar for Regions 1-5

Operation Vandelay Industries – An Investigation & Prosecution – What Now?
This presentation will take a deep dive into a recent case of illegal practice of architecture, including what went wrong and how future acts can be prevented.

10:30 – 10:45 a.m.

Break

10:45 – Noon

Breakout Discussions

Delegates will discuss a range of topics, including:

- *Partnering with code officials – Discuss tangible tools to build mutually beneficial working relationships with code officials and learn best practices from boards who were particularly effective in educating code officials about the role of the architect.*
- *Ethical Board Service – Discuss practical information for service on a licensing board, including the distinction between service to the profession versus service to the public, and difference between advocating and lobbying.*
- *Managing sunset/annual reviews – Discuss how to utilize sunset and annual reviews as an opportunity to highlight the role of licensing boards and their service to the public.*

12:15 – 1:45 p.m.

Lunch

1:45 – 2:45 p.m.

Regional Meetings

3 – 5 p.m.

Architectural History Tours



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ARCHITECTURAL HISTORY TOURS

Tour 1: The History Behind Harvard University – Outdoor walking tour - \$20 per person

Harvard University is devoted to excellence in teaching, learning, and research, and to developing leaders in many disciplines who make a difference globally. The university, which is based in Cambridge and Boston, Massachusetts, has an enrollment of over 20,000-degree candidates, including undergraduate, graduate, and professional students. Harvard has more than 360,000 alumni around the world. Harvard University has 12 degree-granting schools in addition to the Radcliffe Institute for Advanced Study.

Harvard is the oldest institution of higher education in the United States, established in 1636 by vote of the Great and General Court of the Massachusetts Bay Colony. It was named after the college's first benefactor, the young minister John Harvard of Charlestown, who upon his death in 1638 left his library and half his estate to the institution. A statue of John Harvard stands today in front of University Hall in Harvard Yard, and is perhaps the university's best-known landmark.

The tour will be hosted by charismatic Harvard students who are dynamic and knowledgeable. The hosts will inspire you with stories about Harvard history and their personal experience in the university they call home.

The Main Tour Stops include: Old Yard, New Yard, Harvard Square, Johnston Gate, the John Harvard Statue, Massachusetts Hall, the Science Center (Sert), Memorial Church (Coolidge, Shepley, Bulfinch and Abbott), and Widener Library. There is no access to the interior of the buildings. The tour will last approximately 1.5 hours.

Tour 2: The History Behind the Massachusetts Institute of Technology (MIT) – Outdoor walking tour - \$20 per person

MIT was founded on April 10, 1861, the date it was granted its official charter by the Commonwealth of Massachusetts. This was two days before the start of the Civil War. Over the next several years plans were made and funds raised, with the first classes beginning in 1865.

MIT is an integral part of its host city of Cambridge, a diverse and vibrant community noted for its intellectual life, history, and thriving innovation climate. With a campus nestled between Central and Kendall Squares, and across the Charles River from Boston's Back Bay, MIT is optimally positioned to collaborate with its neighbors and to contribute to its community.

The MIT community is driven by a shared purpose: to make a better world through education, research, and innovation. It is fun and quirky, elite but not elitist, inventive and artistic, obsessed with numbers, and welcoming to talented people regardless of where they come from.

Founded to accelerate the nation's industrial revolution, MIT is profoundly American. With ingenuity and drive, their graduates have invented fundamental technologies, launched new industries, and created millions of American jobs. Its community gains tremendous strength as a magnet for talent from around the world.



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Through teaching, research, and innovation, MIT's exceptional community pursues its mission of service to the nation and the world.

The tour will be hosted by charismatic MIT students who have the finest architecture in Cambridge. The unique MIT college experience is brought to life by the world's future top scientists, engineers, and inventors. We will attempt to have an MIT architectural student accompany the assigned student guide.

The main tour stops include: The Great Dome, Stata Center (Gehry), MIT Chapel (Eero Saarinen), Kresge Auditorium (Eero Saarinen), the Smoot Bridge (technically the Massachusetts Avenue Bridge), the Green Building (I.M. Pei, MIT Class of 1940), and East and West Campus. Schedule permitting, the tour will visit the inside of MIT Lobby 7 for a beautiful view of Little Dome and a walk down the infinite corridor. The tour will last approximately 1.5 hours.

Tour 3: Charles Riverboat Architecture Cruise Tour - \$30 per person

Step off dry land and head out onto the water to experience Boston and Cambridge like never before!

This tour offers spectacular views of historic and contemporary architecture along Boston Harbor, through the Charles River Locks, and the Charles River Basin. The tour includes landmarks such as the Customs House, the Hancock tower, and the Old North Church, as well as cutting-edge contemporary design by today's top architects. These are simply the best waterfront views of Boston and Cambridge! The boat has a cash bar where guests can purchase drinks, including beer, wine, soda, and premium mixed drinks. Lights snacks including chips and pretzels are also available.

This tour is offered in partnership with the [BSA Foundation](#) and the [Charles Riverboat Company](#).

Professional continuing education credits are available for architects upon request. Please email ce@architects.org to receive credit upon completion of the tour.



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FUNDING OPPORTUNITIES

As part of the Council's ongoing commitment to encourage Member Board participation in collaborative discussions, NCARB's Board of Directors has committed funds in the budget for Member Boards to send representatives to the Regional Summit.

Funding Classifications and Eligibility

Every Member Board is eligible to receive funding to send representatives to the meeting as follows:

- Two Funded Delegates: There is no restriction on identification of funded delegates—the member can represent any profession and serve in any position on the board.
- One Funded Public/Consumer Member Delegate
- One Member Board Executive
- One Legal Counsel: New this year – we have limited funding available. Please contact Josh Batkin at council-relations@ncarb.org if your board is interested.

Identification of funded delegates and a public/consumer member is at the discretion of the Member Board.

What Is Covered Through Funding?

Funded delegates, public members, Member Board Executives, and legal counsel will receive:

- Complimentary registration to the meeting
- Three to four nights' hotel stay, depending on the duration needed to attend the relevant meetings
- Roundtrip coach airfare or train fare: NCARB will reimburse you for a 21-day advance coach ticket. Please note that airfares over \$600 require prior approval from the Council's meetings staff.
- Ground transportation to and from the airport
- Meals not already provided through the complimentary registration fee

NCARB will not cover the following expenses:

- Items of a personal nature such as laundry, taxis, and movies
- Costs associated with an accompanying spouse or other family member or guests, such as registration fees, additional airfare, meals, or increased lodging costs
- Use of a rental car. Charges incurred for rental cars will not be reimbursed
- NCARB will not reimburse for any additional charges such as choice seating, upgrades, or flight or travelers insurance premiums

Conditions for Reimbursement

Funded delegates, Member Board Executives, and legal counsel who receive funding to attend the MBE Workshop or Regional Summit must adhere to clear expectations when they agree to accept funding. NCARB's funding policy is as follows:

By registering to attend this event and accepting funding from NCARB for transportation and lodging expenses, you agree to attend all scheduled events (other than optional social events) unless an emergency or unforeseen conflict occurs (notification to NCARB as soon as the conflict becomes known is necessary). NCARB provides financial support for attending its events for the express purpose of assuring jurisdictional engagement and representation. Budgeting for these funds represents a commitment by the NCARB Board of Directors to utilize the feedback and perspective of its members in maintaining a focus on its mission. Inappropriate absences when utilizing NCARB funding may result in no or reduced reimbursement of expenses based on the time in attendance and/or subsequent ineligibility for NCARB-funded travel.



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REGISTRATION, HOTEL, AND TRAVEL INFORMATION

Registration

All attendees are required to [register](#) for the event, including those funded by NCARB. Member Board Members and board staff who are not funded by NCARB or their region will be charged the registration fee.

Member Board Members: \$450

Guests (18 and older): \$175

Guests (17 and younger): \$75

The guest fee covers the following items: icebreaker reception on Thursday evening, and breakfast on Friday and Saturday only.

All attendees should [register here](#).

Hotel

The 2020 Regional Summit will be held at:

Royal Sonesta Boston

40 Edwin H Land Blvd

Cambridge, MA 02142

[\(617\) 806-4200](tel:(617)806-4200)

Reservations can be made [here](#)

When booking your hotel reservation by phone, **please be sure to mention the NCARB Regional Summit to obtain the group rate.** The room rate for the meeting is \$163 for single/double occupancy plus 14.45 percent room tax and an assessment charge per room per night. After the hotel reservation deadline, the room rate is not guaranteed. We encourage you to make your reservations soon! NCARB will only reimburse funded attendees for the contracted rates plus applicable taxes.

Check-in is at 3:00 p.m. and check-out is at 12:00 p.m. The hotel is 100 percent non-smoking, with smoking allowed in designated areas only. The Royal Sonesta offers parking on site for \$42 per night.

Funded delegates, public members and legal counsel must make hotel reservations by calling or visiting [Royal Sonesta Boston website](#). **NCARB will make hotel reservations for Member Board Executives attending the meeting based on information provided in the meeting registration process.**

Travel

Member Board Executives should plan to arrive on Wednesday, March 4, in order to attend the MBE Workshop; all other attendees should plan to arrive on Thursday, March 5. The meeting will end in the late afternoon on Saturday, March 7.

Airport Information/Ground Transportation

Logan International Airport is just 3 miles from the Royal Sonesta Hotel. Taxi Service is available to and from Logan Airport. Fares are a metered rate and may range from \$25 - \$30 depending upon traffic conditions and the time of arrival.



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Funded delegates are responsible for making their own hotel and travel arrangements and should submit a reimbursement form following the meeting.

To receive reimbursement, each delegate must file an [NCARB Expense Form](#) with accompanying receipts within 30 days of the end of the Regional Summit. Reimbursements will be issued within 20 days of NCARB's receipt of a completed expense report form. Expense reports and receipts should be emailed to Lourdes Lagasca at LLagasca@ncarb.org.

MORE ABOUT CAMBRIDGE, MASSACHUSETTS

Introduction to Cambridge, Massachusetts: The city of Cambridge is part of the greater Boston area of Massachusetts. The city is best known for being the home of two world-class universities, Harvard University and Massachusetts Institute of Technology, located within just two miles of each other. Cambridge is bordered by the city of Boston, located on the other side of the Charles River just 3 miles to the southeast. The charming neighborhoods ("Squares") of Cambridge are rich in options for shopping, dining, and sightseeing, offering plenty of theatres, museums, and historic sites.

Hotel: The Royal Sonesta Boston understands the fine art of balancing work and play. Located only minutes from most of Boston's business and [tourist landmarks](#), the newly renovated hotel offers a full range of amenities and facilities for getting work done, including high-speed wireless internet access in the guest rooms, throughout the lobby and in Studio, the lobby coffee shop. Guests can enjoy a leisurely stroll to see the hotel's renowned art collection, [swim in the atrium-style pool](#), relax on the sun deck, or dine in [ArtBar](#) or [Restaurant Dante](#).

Airport: Logan International Airport (BOS) is located just three miles from the Royal Sonesta Hotel in East Boston and 3 miles driving from Downtown Boston. BOS has destinations to North America, Latin American, the Caribbean, the Middle East, Europe and Asia and serves as a hub for Delta Air Lines, Azores Airlines and Cape Air as well. It is a focus city for JetBlue. Other airlines that carry out operations from the airport are American Airlines and Southwest

Museums and Historic Sites: Cambridge and Boston are home to several must-see museums: [Museum of Science](#) located 100 yards from the hotel. The museum has remained on the cutting edge of science education by developing over 400 innovative and interactive exhibits and programs that both entertain and educate. In addition to the exhibits, there is the Mugar Omni Theater, the Charles Hayden Planetarium, and the Butterfly Garden.

[Sports Museum](#) has been designed for every sports fan who ever lived in New England. Nowhere else in the country is the passion for sports so intense, the tradition as deep, or the shared experience as broad. Opened in 1987, the Sports Museum in the TD Garden features 1000+ hours of rare sports film and video footage, a photo library of 2000+ titles, as well as scrapbooks and diaries of prominent sports figures, uniforms, trophies, medals, equipment, and much more.

[Harvard Museums of Science & Culture](#) offers permanent galleries, special changing exhibitions, and public programs for all ages. Explore thousands of specimens from around the globe, from the 42-foot-long Kronosaurus and whale skeletons to exquisite Glass Flowers in the Harvard Museum of Natural History; massive Mesopotamian and Egyptian monuments in the Harvard Semitic Museum to finely calibrated scientific instruments acquired by Benjamin Franklin at the Collection of Historical Scientific Instruments.



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[Institute of Contemporary Art](#) has been introducing Boston to some of the most important contemporary artists of our time—from Pablo Picasso to Robert Rauschenberg to Andy Warhol and Cindy Sherman—since its inception in 1936.

[Boston Freedom Trail](#) is a 2.5-mile red-brick walking trail that leads to 16 nationally significant historic sites, each one an authentic American treasure. Preserved and dedicated by the citizens of Boston in 1958, when the wrecking ball threatened, the Freedom Trail today is a unique collection of museums, churches, meeting houses, burying grounds, parks, a ship, and historic markers that narrate the story of the American Revolution and beyond.

[Old North Church](#) is officially known as Christ Church in the city of Boston. It was built in 1723, and is the oldest standing church building in Boston. The enduring fame of the Old North began on the evening of April 18, 1775, when the church sexton, Robert Newman, climbed the steeple and held high two lanterns as a signal from Paul Revere that the British were marching to Lexington and Concord by sea and not by land. This fateful event ignited the American Revolution.

[The Paul Revere House](#) is the house where on the night of April 18, 1775, silversmith Paul Revere left his small wooden home in Boston's North End and set out on a journey that would make him into a legend. Today that home is still standing at 19 North Square and has become a national historic landmark. It is downtown Boston's oldest building and one of the few remaining from an early era in the history of colonial America.

[John F. Kennedy Presidential Library and Museum](#) is dedicated to the memory of our nation's thirty-fifth president and to all those who through the art of politics seek a new and better world. Located on a ten-acre park, overlooking the sea that he loved and the city that launched him to greatness, the library stands as a vibrant tribute to the life and times of John F. Kennedy. The Kennedy Library is one of 12 presidential libraries administered by the National Archives and Records Administration.

[Franklin Park Zoo](#) was founded in 1913 and is the 72-acre site nestled in Boston's historic Franklin Park, long considered the "crown jewel" of Frederick Law Olmsted's Emerald Necklace Park System. Highlights of Franklin Park Zoo's collection include the African lions of the Kalahari Kingdom, Masai giraffe, Grevy's zebra of the Giraffe Savannah, and western lowland gorillas of the Tropical Forest.

[Boston Children's Museum](#) has been building innovative, meaningful, and fun exhibits for over 90 years. Their emphasis on hands-on engagement and learning through experience has inspired museums worldwide. Designed for children and families, our exhibits focus on science, culture, environmental awareness, health and fitness, and the arts.

[USS Constitution](#), or "Old Ironsides," was built to defend the young American nation. The ship is nearly as old as the historic document for which President Washington named her. Both the document and the ship have proven to be resilient symbols of America's strength, courage, and liberty. The Constitution is on duty as "America's Ship," representing our proud naval heritage and all those who have fought so gallantly to preserve America's freedom.

Theatre & Arts:

[Museum of Fine Arts Boston](#) comprised of one of the most comprehensive art collections in the world.



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[Broadway Across America](#) presents a spectacular season of critically acclaimed Broadway musicals and plays every year at Boston's two historic theatres: Opera House and Citi Performing Arts Center Shubert Theatre.

[Boston Symphony Orchestra](#) and Boston Pops are two renowned musical institutions. The symphony offers youth and family nights, guest conductors and virtuoso performers.

[Boston Ballet](#) has been in Boston since 1963 and is best known for its world-famous annual production of the Nutcracker.

[Boston Lyric Opera](#) in North America's fastest growing opera company dedicated to providing audiences with fully-staged, high-quality productions of varied repertoire, featuring young, world-class singers, conductors, directors and designers.

[Charles Playhouse](#) has two of the longest running shows and is Boston's most active off-Broadway theatre space.

Sports and Entertainment: Boston Sports are home to the [Red Sox](#), [Celtics](#), [Bruins](#), [Patriots](#), [Revolution](#), and many collegiate athletic events.

Attractions:

[Boston Public Garden](#) is the groomed and formal younger cousin to the more casual and boisterous Boston Common. The first public botanical garden in America, its form, plantings, and statuary evoke its Victorian heritage. This green and flowering oasis in the heart of a great metropolis has become a Boston icon. No visit would be complete without a stroll in the garden and a voyage on one of its Swan Boats. To the delight of the young and old, The [Swan Boats](#) have appeared in the Public Garden Lagoon with grace every April for over 120 years. The tradition has grown to become a symbol of Boston and the city's unique blend of history and beauty. While riding on the Swan Boats, passengers can enjoy the natural splendor of the 24 acres of the Public Garden.

[New England Aquarium](#) is home to the 200,000-gallon tank known as the Caribbean Coral Reef Exhibit. The reef accommodates not only sharks, sea turtles, barracuda and moray, but also hundreds of smaller exotic tropical fish, and it is one of the most detailed and scientifically accurate presentations of its kind. Visit the Simons IMAX Theater where you can see animals and habitats that are too large, too small or too endangered to exhibit in an aquarium setting.

We look forward to your participation at the 2020 Regional Summit!

Please contact your regional executive director if you have additional questions:

- Region 1 - Dawne Broadfield necarb1@gmail.com
- Region 2 - Judy Belcher ncarbr2@gmail.com
- Region 3 - Jenny Owen exec@scncarb.org
- Region 4 - Glenda Loving ncarb4@gmail.com
- Region 5 - Stacy Krumwiede stacy@scgnd.com
- Region 6 - Gina Spaulding region6wcarb@gmail.com