

AIAVT - BOARD OF DIRECTORS MEETING MINUTES - APPROVED 4/10/12

February 21, 2012 / Gossens Bachman / Montpelier, VT

Attending: Tom Bachman (Vice-President), Aaron Cayer (AIAS Representative), Joseph Cincotta, Barbara Conrey, Gary Corey, Richard Deane, Cam Featherstonhaugh, Katie Hill, Michael Hoffman, Harry Hunt (Immediate Past-President), , Diantha Korzun (President), Lauren Davis, Carol Miklos (Executive Director), Kevin Racek, Lisa Rovner, Aron Temkin, Maura Wygmans (Secretary/Treasurer). Missing: Diane Elliott Gayer, Daniel Johnson

Called to order: 6:05 pm

Minutes: January 2012 minutes were approved, with correction that Gary should be added to the list of members for the programs committee.

Committee Reports:

Executive & Long-Range Planning (Diantha)

- Executive Committee is still in discussions with Carol about the executive director contracts for next year.
- The board went into executive session to discuss the status of the negotiations.
- After leaving executive session, the board voted to authorize the Executive Committee to make a counter offer as discussed in executive session and to finalize the agreements with Carol.

Programs (Tom)

- April studio social to be held at Maclay's. Discussed goals of studio socials - social event, opportunity to see inside other offices, learning units, informal meeting. Adding learning units is good for additional income and meeting members' LU needs, but should not drive the events.
- AIAVT retreat to be held 6/13 at the Seyon Ranch in Groton.
- AIA VT/NH - Gary is pulling this together, to be held in Bennington.
- Annual Meeting - Survey will be sent for feedback on location, venue, meals due to concerns about what members want from this event.

New Englands (Barbara)

- Large volunteer committee has formed, broken down into subcommittees for programs (Diantha), communications (Carol), awards (Cam), and logistics (Barbara).
- Michael noted tours suck energy from the meeting site, best not to schedule tours at same time as other events.
- Aron - maybe display work from NE architecture schools?
- Maybe project images of submitted or winning projects at the reception, if boards are not feasible. We should ask for images to be submitted for this purpose.
- Carol is setting up registration process via EventBrite.
- Does board need to review marketing materials, etc.? Board agreed that there are enough board members involved in the planning committee for the committee to make these decisions. Only seek board approval where really necessary.
- Steve Clark is doing the graphics.
- Budget assumes 100 participants, 150-170 design submissions, and net income of \$15-20k.
- Lisa - contract with Hilton has been signed, still coordinating meals.
- Award eligibility - Diantha and Michael to discuss with NE folks to see what others have done.
- People's Choice awards at Friday night cocktail - maybe public viewing booth or kiosk on Church St or

City Hall Park?

Golf Tournament

- Postponed until next year on account of New Englands. Lisa will draft an email announcement to update membership/sponsors.

Public Policy (Harry)

- Add Katie, Michael, & Sandy Vitzthum to committee list; remove Barbara.
- Held first conference call, used it to set priorities: restarting the Building Professionals Alliance, code issues, and monitoring pending legislation are top priorities.
- Michael - be sure to tap into AIA National's legislative staff.

Communications (Maura)

- Firm has been selected for the web redesign. Shooting for 3/15 to coincide with the next newsletter. Just a "web update" for now - same content, but new format and added functionality.
- Graphic Designer - RFP for on-call graphics designer on hold for now. Committee would like to create templates for socials, etc.

Development (Richard)

- New committee! Just getting started. Joseph added to committee.
- Carol's goals/needs: develop list of potential supporters/sponsors; determine how much sponsorship income is needed; develop plan for how to accomplish this

Emerging Professionals (Cam)

- Existing grant money received can be kept and used, even though not spent within the timelines from the original grant application.
- There is interest in sponsoring a Young Architect's competition, similar to the one in NH. Michael offered to help with this.

New Business

- ADA compliance workshop (Harry) - Dept of Housing & Community Development has expressed interest in holding ADA workshops for architects, in response to concerns about architects not understanding how to navigate the codes. Maura noted that the new code rolls out in March. Public policy committee to take this up.
- Form Based Code Workshop (Barbara) - AIAVT will not be a sponsor.
- AIAVT logo change (Carol) - Carol will distribute new templates, with the new logo. Please discard old versions!

Next Meeting: Tuesday, April 10, 6pm, at Truex Cullins in Burlington.

Adjourn: Approximately 9:00 pm

Respectfully submitted by Katie Hill, Assistant to the Secretary
4/10/2012