

AIAVT - BOARD OF DIRECTORS MEETING MINUTES - *APPROVED*

November 8, 2011 / Truex Cullins / Burlington, VT

Attending: Tom Bachman (Treasurer), Shawn Brennan, Barbara Conrey, Lauren Davis, Katie Hill, Harry Hunt (President), Diantha Korzun (Vice-President), Carol Miklos (Executive Director), Lisa Rovner, Maura Wygmans.

Called to order: 6:10 pm

Minutes: September 2011 minutes were approved.

Finances & Budget for 2012:

2011 Golf Tournament: Clarification needed for accounting of the golf tournament proceeds, including the 20% administrative fee for executive director's time in organizing the tournament. After discussion, Maura made a motion to set up a restricted fund for the scholarship, seconded by Barbara; motion passed. Tom made a motion to apply 20% of the gross proceeds from the 2011 tournament to the administrative fee, and to put the remaining golf balance (= \$7725.54) into the new restricted scholarship fund. Barbara seconded, motion passed.

Carol's Compensation & Bonus: Tom proposed that Carol's budgeted hours be increased from 20 to 30 hours per week, and that her hourly rate be increased by a 3% cost-of-living adjustment (this increases the total from \$22k for 2011 to \$34k for 2012, recognizing the additional time that will be required for organizing New England's). Existing incentive agreement to remain the same (25% of new sponsors, including advertising, sponsorships, and affiliate dues). Bonus for 2011 to be \$1000. Lauren made a motion to approve, Lisa seconded, motion passed.

2012 Budget: Proposed budget includes executive director's compensation package as described above, an allowance of \$6700 for website redesign, and no allowance for the golf tournament (see discussion below on the golf tournament). The \$6700 is less than the latest website proposal received, but communications committee felt this was a reasonable allowance to aim for in prioritizing the scope of work that can be accomplished next year. Diantha made a motion to approve the proposed budget, Tom seconded; motion carried.

Committee Reports:

Executive

- (see budget, above)
- Lawyer Tom Heilman has agreed to provide pro bono services of 4 hours per year.

Programs

- 2011 Design Awards: Harry reported that jury has selected 8 awards from 33 entries.
- See handouts for preliminary 2012 calendar of events.

Public Policy

- Joseph Cincotta has prepared an update on proposed licensing changes in Vermont. At the recent hearing, all the architects who testified supported the 9-year rule, aside from one out-of-state architect.

Communications

- (see website above, under "2012 budget ")

Development & Long-Range Planning - none

YAF - none

Golf Tournament

- Guy Teschmacher & Marsha Wilmot from the golf committee submitted a recap of the tournament and suggestions for next time (see handouts). They recommend not holding the tournament next year, as the golf tournament takes a lot of effort and hosting AIA New Englands next fall will put a huge burden on AIAVT next fall.
- Lisa expressed concern about taking a year off, as we will likely lose the great momentum from this year's successful tournament. Board discussed limited sponsorship dollars that need to cover AIA New Englands too. Lisa will check back with the committee about a spring tournament, so as not to conflict with New Englands.

2012 AIA New Englands

- Preliminary schedule & budget presented (see handouts).
- Barbara agreed to be a co-chair; a second co-chair is needed. Lisa is already helping with logistics.

New Business - none

Next Meeting: Tuesday, January 10 at Truex Cullins in Montpelier.

Respectfully submitted by Katie Hill,
12/20/2011