

**AIA VT - BOARD OF DIRECTORS MEETING MINUTES - APPROVED**  
February 11, 2014 / Burlington City Arts/ Burlington, VT

**Attending:**

- |   |  |   |   |
|---|--|---|---|
| <input checked="" type="checkbox"/> Tom Bachman<br>(Immediate Past-President) | <input checked="" type="checkbox"/> Maura Wygmans<br>(President) | <input checked="" type="checkbox"/> Lisa Rovner<br>(Vice-President) | <input checked="" type="checkbox"/> Gary Corey<br>(Secretary/Treasurer) |
| <input checked="" type="checkbox"/> Carol Miklos<br>(Executive Director)      | <input checked="" type="checkbox"/> Larry Dean                   | <input checked="" type="checkbox"/> Kevin Racek                     | <input checked="" type="checkbox"/> Andrew Chardain                     |
| <input type="checkbox"/> Joseph Cincotta                                      | <input checked="" type="checkbox"/> Barbara Conrey               | <input type="checkbox"/> Richard Deane                              | <input checked="" type="checkbox"/> Tonya Forcier                       |
| <input checked="" type="checkbox"/> Danny Sagan                               | <input checked="" type="checkbox"/> Diantha Korzun               | <input checked="" type="checkbox"/> Diane Elliott Gayer             |   |

**Called to order:** 4:35pm

4:35 PM

1. January 2014 minutes approved - motion by Diane seconded by Larry.

4:40 PM Long range planning -

1. Reviewed Carol's approved salary – **Carol** to verify that Quickbooks budget is updated to reflect.
2. **Gary** to take over payroll for 2014.
3. **Lisa** to verify that bank has received Carol's updated salary info.

4:45PM Programs

1. Calendar:
  - a. Middlebury College lectures have been added to calendar.
  - b. **Danny** to send Norwich University lecture schedule to Lisa for addition to the calendar.
  - c. Studio Social – scheduled for 4/8/14 – should this be cancelled? Archistream committee to review and make decision. **Tom** to investigate.
    - i. Alternative options: Smith & Vasant Architects or Watershed Studio Architecture (Daniel Johnson)
2. "Starting and Running A Successful Small Practice" – 3/13/14
  - a. Location: Burlington City Arts
    - i. Time:  
3:30 – 5 pm – VTAIA BOD meeting  
4:45-6 - Registration and Reception  
6:00-6:15 - Sponsor presentation – Tom Mullard, Poole Professional  
6:15-8pm - Panel discussion – Learning units 2 – no HSW
3. CSIAIAVT Joint Conference – Location Hilton - to be held 6/6/14
4. AIAVT/AIANH Joint Meeting – VT hosts. Possible location: King Arthur Flour, **Diantha** to investigate
5. Emerging Professionals Network -
  - a. Design competition is underway- goal is increased exposure.
  - b. Film series – ongoing
  - c. EPN to promote 3/13/14 panel discussion
  - d. Website – updates are currently being planned
  - e. Design workshop – Considering possible future design workshop to be targeted at high school students.
    - i. Norwich University is planning a similar workshop for summer 2015 – could EPN be a partner?

- ii. High school scholarship could be presented at workshop.
  - iii. Archistream could be on campus for workshop.
  - iv. EPN to look into "Learning by Design" for precedent.
6. Archistream –
- a. Design studio did a study and presented to Archistream committee.
  - b. 2/24/14 – Next meeting scheduled
  - c. Josh and Diane - Adding Archistream to website
  - d. **Richard and Diantha** – Review sponsorship levels to be drafted by Carol.
  - e. Diane – Received invite to Alumapalooza
    - i. Could Airstream or Alumapalooza support development of Archistream?
  - f. Transportation – Still need to determine how Archistream will be moved.
    - i. Could transportation be a sponsorship option?
    - ii. Gary to gather further info on his commercial vehicle policy.
7. Golf – No update
8. Awards –
- a. FAIA – AIAVT could assist members in pursuing FAIA status.
  - b. Scholarships - No update
  - c. AIAVT Awards – eligibility requirements need to be reviewed.
    - i. Should reciprocal membership be allowed? – This allows for out of state submissions upon reciprocal membership.
    - ii. Need to determine goal of awards –
      - 1. Promote good design regardless of who designs vs. only promoting local architects from our membership.
    - iii. Discussion tabled as topic for Retreat.
9. Public Policy - **All** topics are being actively advanced.
10. Communications – (Kevin)
- a. Cloud storage – Sharefile appears to be most secure. \$1,200 per year for 20 accounts. **Kevin** to send an email to Board with more information on Sharefile and its advantages.
  - b. Panel discussion - **Maura** to send graphics and info for flyer.
  - c. Social media – Twitter and/or Facebook
    - i. Need to determine how we want to be represented.
    - ii. Info should be simple, not content heavy.
    - iii. Content must be easily controlled.
    - iv. What are goals?
      - 1. Promote events and announcements
      - 2. Promote AIAVT
      - 3. Promote projects
    - v. Topic tabled for further review at retreat.
11. Energy – Committee has not met.
- a. Could Archistream and Energy combine for a summer event?
  - b. Possible tour: New Essex Police facility (will be complete in August)– **Larry** to get more info.
  - c. Possible Tour: High Efficiency Mobile Home manufacturing plant – **Barbara** to contact Peter Schneider
12. Development –
- a. Need to build database of who has sponsored, when and how much.
  - b. Determine how Development Committee can support Archistream, CSI/AIAVT Joint Conference and the unveiling of the Archistream.

5:42PM New Business:

- 1. Design Opportunities Magazine – AIAVT BOD in favor of sending to firm principals.

2. Renewable Energy Conference – October 15 + 16, 2014 –
  - a. Would like AIAVT involvement
  - b. LUs could be offered – **Carol** to investigate.
  - c. Is it a conflict to be involved with Renewable Energy Conference when VT/NH Joint AIA meeting is 10/23/14? Most of the Board felt there was not a conflict, but topic can be further discussed at next board meeting.
3. SOH morning tour - very successful –
  - a. Should these be done quarterly?
  - b. Could we charge and offer LUs (perhaps \$15 per LU)?
  - c. Possible springtime tour - Super insulated single wide factory and model –**Barbara** to contact.
4. “The Buildings of Vermont” book by Glenn Andres and Curtis Johnson – Exhibit opened in Middlebury.
  - a. Could AIAVT sponsor another opening or lecture in Burlington area? – **Barbara** to follow up.
5. Meetings –
  - a. **March AIAVT BOD Meeting – 3/13 – 3:30-5 pm**
  - b. April meeting – T.B.D.

5:58 PM Meeting was adjourned.