

AIA Vermont

A Chapter of The American Institute of Architects

88 Blackbird Lane Charlotte, VT 05445 802-425-6162

AIA VT - BOARD OF DIRECTORS RETREAT MEETING MINUTES - **APPROVED**

June 18, 2014 / Rovner Residence/ South Burlington, VT

Attending:

| | | | |
|-------------------------------------------|------------------------------|---------------------------------|-----------------|
| Tom Bachman (Immediate Past-President) | Maura Wygmans (President) | Lisa Rovner (Vice-President) | Aaron Temkin |
| Carol Miklos (Executive Director) | Larry Dean | Kevin Racek | Andrew Chardain |
| Joseph Cincotta | Barbara Conrey | Richard Deane | Tonya Forcier |
| | Diantha Korzun | Diane Elliott Gayer | |

Called to order:

1. Introductions and reviewed agenda
2. Archistream update:
 - a. History -
 - i. Archistream idea conceived at 2013 retreat
 - ii. Grant for development received from AIA National
 - iii. Airstream purchased
 - iv. Norwich University and Toyla brought on board
 - v. NU design build class completed design and construction
 - b. Program:
 - i. Developed as mobile design gallery to showcase architects and architecture
 - ii. Could be used as disaster relief resource
 - c. Currently located at ECHO until 9/1/14:
 - i. Current display: (3 i-pads and 1 TV)
 1. Design awards
 2. Alvar Alto
 3. Making of Archistream
 - ii. Is ECHO misrepresenting Archistream as a kid space?
 - iii. Should AIAVT schedule lectures or events at ECHO to draw adults in?
 - d. Current needs:
 - i. Develop an notebook of info, media, etc.
 - ii. AIA Members need to be trained to operate and set up Archistream exhibits
 1. Could a training session be held at ECHO?
 - iii. Continue developing sponsorship options as revenue source
 - iv. Does a member of AIAVT need to be representative/ docent of exhibits or should Archistream exhibits be designed in order to operate without a representative?
 1. Should this be a paid position or intern position supervised by Carol?
 - e. Budget:
 - i. Total budget = \$47,240
 - ii. Expenses to date = \$38,611
 - iii. Current remaining balance = \$8,600
 - f. Other:
 - i. Aaron suggested that Cara Armstrong (NU) would be a valuable resource as she was the curator and education director at Falling Water.
 - ii. Could Archistream be tied to architecture or art programs at NU/ Middlebury/ UVM?

3. 45 minute break out group sessions: 3 groups
 - a. Transportation
 - b. Programming
 - c. Scheduling
4. Regrouping of breakout groups:
 - a. Group A: Transportation
 - i. Buy tow vehicle:
 1. Issues: cost, maintenance, who is liable?
 2. Options: Buy \$5k or \$25k vehicle - What is done with vehicle at end of Archistream life?
 - ii. Decision of preferred options:
 1. Sponsor opportunity - sponsor moves Archistream
 2. User moves or pays to move Archistream
 3. Rent tow vehicle for each event
 4. Buy tow vehicle
 - iii. Additional option: Contract with property maintenance company to move x times per year (quantity T.B.D.)
 - iv. Maintenance: Funds should be allocated for professional annual maintenance.
 - v. Insurance: Coverage should be \$45k for Archistream plus additional coverage for contents.
 - vi. Funding: Should a fee be established for each event to help cover cost of transport (i.e. \$50 per event)?
 - b. Group B: Programming
 - i. Program content:
 1. Archistream should always display:
 - a. Design awards
 - b. Making of Archistream
 - c. Local architects
 - d. International architects
 2. Event specific programs should include:
 - a. Hands on element
 - b. Digital element
 - c. Take away literature/ activity
 - ii. Material Kits: Plug and play kits could be developed for exhibits that will not display event specific materials but want to feature Archistream.
 - c. Group C: Scheduling
 - i. Paid Archistream Coordinator position:
 1. Proposal is to hire 1 person for a 10 hour per week position lasting 2 years (\$25k paid for by AIAVT) beginning in August 2014. Position would include:
 - a. Scheduling
 - b. Transport
 - c. Day to day operation
 - d. Promotion
 - e. Program development
 - f. Web coordination/ development
 2. VOTE: Board voted unanimously to further investigate creating a paid position for an Archistream Coordinator.
 - ii. Funding: Could contacting AIA National result in additional funding to be used toward paid position, development of educational programs, and general funding?
 - iii. Current Schedule:

9/1/14: End of ECHO exhibit

9/5-9/7/14: South End Art Hop

School year beginning: White River Junction
918 -9/19/14: NU Homecoming
Oct. 2014: Montpelier
10/30/14: UVM FabLab
Fall 2014: Morrisville Arts
Fall 2014: Rivendell School District
May 2015: Preservation Trust

- iv. Other:
 - 1. Find a winter exhibit space for archistream (i.e. Monshire Museum)
 - 2. Could park at architecture firms around state and invite people to visit - Schools, cocktail hour, etc.
- d. Archistream action items:
 - i. Carol follow up with property manager
 - ii. Contact Wright Construction
 - iii. Write job description
 - iv. Call AIA National regarding additional funding
 - v. Call Airstream for sponsorship opportunity
 - vi. Develop sponsorship levels and descriptions
 - vii. Execute insurance
 - viii. Develop binder with set up/ take down instructions
 - ix. Develop exhibit "kits"
 - x. Develop requirements for event specific exhibits
 - xi. Develop take away flier including how to sponsor
 - xii. Create beginning and ending slide for all exhibits
 - xiii. Add archistream calendar to AIAVT website
 - xiv. Formation of subcommittee:
 - 1. Diane
 - 2. Larry
 - 3. Joseph
 - 4. Barbara
- 5. Break for lunch
- 6. 2015 Theme: "Resiliency is the new Sustainability"
 - a. VT ISC is working on "Road map to Resilience"
 - b. Resources:
 - i. Rachael Minery - Young Architect
 - ii. Rolf Kielman - Making Good Towns
 - iii. Alex Wilson - Vt Expert
 - iv. www.resilientcity.org
 - v. www.iclei.org
 - vi. "ickfly"
 - vii. Send any resource or content ideas to Lisa.
 - c. Theme could be integrated into film series
 - d. Events:
 - i. Could AIA Support "Flemming 2 Minute Lecture" event?
 - ii. Waterbury VT tour
- 7. Statute of Repose - Draft bill reviewed - Request has been made for AIAVT to donate \$500 to help with legal fees
 - a. VOTE: Unanimous decision made to donate \$500 to fund.
- 8. Reviewed mission statement vs. statement of what AIAVT does:
 - a. What should be kept and removed
 - b. How does Carol's time get used in relation to mission?
 - i. Golf Tournament:

1. Few architects and no board members play in tournament - is it worth the time and work?
 2. Could time and resources be invested elsewhere to support AIAVT mission?
 3. Could AIAVT team up with another group to split the work/ revenue?
 4. Other options:
 - a. Bike tour, frisbee gold tournament, night event at ECHO, pub crawl, regatta, etc.
 - ii. CSI/AIA Joint Conference:
 1. Low attendance
 2. AIA quoted 100 hours to CSI but invested 150 hours - AIA will request CSI reimburse additional 50 hours.
 3. Could we focus efforts to increase attendance?
 4. Hold in better venue?
 5. Start planning now.
 - iii. Newsletter:
 1. Is it worth time investment?
 2. Kevin will develop a survey to determine member thoughts.
 3. Should Facebook replace newsletter?
9. New 2015 priorities:
1. E+E building tour
 2. Archistream
 3. CSI/ AIA Joint Conference
 4. Scholarship Event
 5. Blog/ replace newsletter
 6. Public policy
 7. Social and Learning Unit events
 8. Panel discussions
10. Reviewed Executive Board Terms:
- a. Should President/ VP terms be extended to more than one year?
 - i. Decision- No.
 - b. Secretary/ Treasurer terms could be extended because they are less demanding.
 - i. Should these positions be removed from executive board?
11. Next meeting: 8/12/14 -6PM @ GBA.