

## AIAVT - BOARD OF DIRECTORS MEETING MINUTES - APPROVED

September 7, 2011 / Truex Cullins / Burlington, VT

**Attending:** Tom Bachman (Treasurer), Shawn Brennan, Aaron Cayer (AIAS Representative), Steve Clark, Barbara Conrey, Lauren Davis, Cam Featherstonhaugh, Katie Hill, Michael Hoffman, Diantha Korzun (Vice-President), Carol Miklos (Executive Director), Lisa Rovner, Maura Wygmans.

**Called to order:** 6:05pm

**Minutes:** Minutes from August 2011 were approved with the following corrections: \$2200 (not \$2000) was included in budget for NH/VT event; the board discussed rescheduling the house tours in the spring or fall (not spring); and design awards are scheduled for 12/8 (not 12/9).

**Membership Dues:** The Executive Committee recommends increasing chapter dues to increase revenues. Carol noted that the current chapter dues are low compared to surrounding states, and that most other states have eliminated stepped dues. Diantha made a motion to:

- raise chapter dues from \$150 to \$175 for members, and from \$50 to \$75 for associate members
- eliminate stepped dues for members and associate members
- maintain the existing case-by-case waivers of chapter dues for those who are unemployed
- not introduce subscriber fees to existing emeritus members
- send a letter to existing emeritus members requesting a donation

The motion was seconded and passed unanimously after discussion.

**Sponsorship of Annual Awards:** (Diantha) The Executive Committee recommends opening up sponsorship of the Annual Awards to multiple sponsors to increase revenue from the event. Three levels of sponsorship are envisioned (gold/silver/bronze); promotional materials should be "classy" in keeping with the event (i.e., not look like a trade fair booth). Diantha made a motion to give the Executive Committee permission to change the sponsorship structure for the annual awards, Michael seconded, motion was approved unanimously.

**Nomination for Treasurer for AIA New England** (Diantha): Nominations are due by 9/15. Following tradition, it is AIAVT's turn to provide a candidate for treasurer. This is a multi-year commitment, as the treasurer typically moves on to vice president and president. The AIANE board meets four times per year, and it is important for executive committee members to attend the meetings. Michael recommends the candidate should be a current AIAVT board member, and it would be desirable to nominate a current or past president. Board agreed that the order of preference for a candidate would be (1) existing board member who is current or past president; (2) any other current board member; (3) any past president willing to rejoin the board. Carol will follow up with these people to see if they are interested. If none are, Michael is willing to run again.

**General Counsel:** Carol spoke with two law firms about pro bono services as AIAVT's general counsel. Proposals are expected from both. Legal advice is needed now to clarify executive director's contractor status.

**AIAVT Disaster Relief for Hurricane Irene:** Carol asked what AIAVT is or should be doing to help with the Irene response, as she has been contacted by AIA national and another organization. Steve Clark was previously involved in emergency response planning, but there is nothing current in place; he is interested in reviving the effort and making disaster relief training available to the membership. Board agreed that Carol should send an email to the membership asking if any members need assistance, and whether anyone would be interested in offering pro bono architectural services for flood relief. Katie noted that the emergency response is largely over, but many homeowners are wondering what to do next and could use some general planning guidance.

### Committee Reports:

Executive - see "Membership Dues" and "Sponsorship" above

Programs (Diantha)

- Annual Awards - Thu Dec 8 at Country Club of Vermont (Waterbury). Jury meets 11/2, Harry can attend if Michael does not want to go. Harry needs event photos and photos of new board members for the slide show. Discussed a possible change in venue, but agreed to stay with the Country Club of VT.
- Lauren noted that AGI (local association of graphic designers) is interested in possibly co-sponsoring an event with AIAVT. Maura will contact Michelle Hobbs to follow up.

Public Policy (Barbara)

- The architectural licensing board is meeting 9/26 and would like to further restrict licensing criteria by eliminating the "9-year rule" and not recognizing unaccredited degrees. The board has apparently conducted a survey about this, perhaps to be presented at the 9/26 meeting.
- Board agreed to revive the Building Professional's Summit, and schedule a meeting for this fall (before Thanksgiving).

Communications (Tom)

- The communications committee received guidance from national on standardizing the AIAVT logo. Three options were considered: keep one of the existing logos, use the AIA standard with a twist, or redo the logo. They are preparing an RFP for the AIA standard with a twist.
- Steve Clark and Carol are taking the lead on website redesign. Steve is tweaking the spec so that proposals can be requested. The goal is to improve the graphics and store more information on the site.
- A graphic designer is needed for the Annual Awards. Agreed to ask Ben, as he can still fit some things in.

Development & Long-Range Planning - (none)

YAF (Cam)

- Cam apologized for lack of action of late. Apparently he cannot officially chair the YAF because he is not yet a licensed architect, but can chair the "Emerging Professionals Network" with the YAF under it. Cam committed to continuing for another year, focus now is to get sponsors and plan for next year's events.

Golf Tournament (Lisa)

- Planning is under control, except that Lisa needs more volunteers the day of the event. For next year, we need bags (or something to hand out) with the AIAVT logo.

**New Business**

- Hanne Williams is ill. The board arranged to send flowers.
- Steve Kredell has resigned from the board due to other commitments.

**Schedule of Upcoming Events:**

Thu, Oct 20 - AIA NH/VT Tour of Dartmouth Life Sciences Building

Thu, Dec 8 - Annual Meeting/Awards, Country Club of VT in Waterbury

Oct 19-21, 2012 - AIA New England Conference, Burlington VT

**Next Meeting:** 10/20 at Dartmouth College / AIA NH/VT event (not an official board meeting)

**Adjourn:** Approximately 8:15 pm

Respectfully submitted by Katie Hill, Secretary, 10/11/2011

Approved 11/11/2011