

AIAVT BOARD OF DIRECTORS MEETING MINUTES - APPROVED

Three Stallion Inn, Randolph, VT / June 22, 2016, 8am-4:30pm

Attending:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Lisa Rovner
(Immediate Past-President) | <input checked="" type="checkbox"/> Gary Corey
(President) | <input type="checkbox"/> Evon Calabrese |
| <input checked="" type="checkbox"/> Carol Miklos
(Executive Director) | <input type="checkbox"/> Larry Dean | <input checked="" type="checkbox"/> Kevin Racek
(Treasurer) |
| <input checked="" type="checkbox"/> Joseph Cincotta | <input type="checkbox"/> Ward Joyce | <input checked="" type="checkbox"/> Joel Page |
| <input type="checkbox"/> Danny Sagan | <input checked="" type="checkbox"/> Diantha Korzun (partial) | <input checked="" type="checkbox"/> Eric Morrow
(Vice-President) |
| | <input checked="" type="checkbox"/> Megan Nedzinski
(Secretary) | <input checked="" type="checkbox"/> Dan Goltzman |

Time	Activity
8:00	Sign in, Breakfast – coffee, chat/welcome/network
9:00	Review agenda, overview of day and settle in for Paula’s presentation
9:30–11:00	<p>Paula COPE presentation on our organization</p> <ul style="list-style-type: none"> • COPE shared slides with recommendations (see slides, notes and recommendations) • Key Takeaways: <ul style="list-style-type: none"> • All should become familiar w/ 6 roles of the board • All board members should prepare PRIOR to meetings • Consider revising documents (bylaws, structure, personnel policies, ED & staff job descriptions & benefits) • A strong board has members waiting and wanting to serve! Board members receive great benefit from serving. • Key Opportunities/Parting Thoughts: <ul style="list-style-type: none"> • Create new vision and structure • Too much committee work/too much staffing by board • One year each board member commit to one thing • Parking Lot Items for later discussion: <ul style="list-style-type: none"> • AIA Marketing/Promo Swag • Board orientation is needed • Board composition/recruitment (consider non–architects if bylaws permit) • Committees – consider corporate governance and finance
12	<p>LUNCH and General Board Discussion</p> <ul style="list-style-type: none"> • Divided into two working groups/Group to identify top goals for discussion in “walk and talk” based on agenda notes • Goals noted (selected topics for “walk and talk” in bold)

	<ul style="list-style-type: none"> • Membership • AIA office/physical location • Board sustainability (“green”) objectives • Bi–annual membership meeting • Multi–year Exec. Office Terms • Free web classifieds • Advocacy • Clerical/administrative doc. Updates (Corporate Governance) • Board development, health and diversity
1:30	<p>Discussion breakout “walk and talk”</p> <ul style="list-style-type: none"> • AIA office/physical location <ul style="list-style-type: none"> • Vote = unanimously yes that a physical location is something to strive for • Discussion: <ul style="list-style-type: none"> • Would provide positive/fresh look to AIAVT (departure from current working model) • Should be mission–tied/embody our shared values (art, advocacy, outreach, etc.) • Action Items: <ul style="list-style-type: none"> • DG to share info about Burlington location • EM and KR to visit some spaces and report back • Champion of this effort = EM • Advocacy (code, membership, legislation) <ul style="list-style-type: none"> • Agreed to skip topic and revisit later • Action Items: <ul style="list-style-type: none"> • Champion of this effort = DG • Board development, health and diversity (board benefits, interest and health) <ul style="list-style-type: none"> • Vote: Agree that this is a priority for 2016, Vote = 8– yes, 1–no • Discussion: <ul style="list-style-type: none"> • Bi–monthly meetings • Commitment/Attendance requirements (with remote participation allowances/stipulations for min in person and consideration for meeting locations) • Accountability • Committees do work and report back to board

	<ul style="list-style-type: none"> • Meetings to include education aspect/seminar to foster board and professional development <ul style="list-style-type: none"> • Topics – corporate governance, leadership training, business development, insurance, policy awareness, management • Why join the board? (free event registration, open forums, other?) • Selections/nominations/invitations (be more strategic, advertise?) • Action Items: <ul style="list-style-type: none"> • Board to discuss and determine next steps • Champion of this effort = GC (Support by JC) • Corporate Governance <ul style="list-style-type: none"> • Vote: unanimously agree that this is a priority for 2016/2017 and beyond • Discussion: • Documents that Paula highlighted need to be reviewed and updated • Action Items: <ul style="list-style-type: none"> • Exec. Board to prioritize and create plan for updating • Champion of this effort = MN (Support by Exec. Comm. and others as needed)
3:30	<p>2017 President–elect (EM) vision for the coming year – “Get Involved/Lead by Example”</p> <ul style="list-style-type: none"> ○ Elevate Sustainability <ul style="list-style-type: none"> ○ Board 2030 Commitment signatory requirement? ○ COTE Summit in VT in 2017 ○ Architects in local Governance ○ Action: Move to support EM in 2017 focus; carried
4:00	<p>Current Pres. Wrap–up/Closing</p> <ul style="list-style-type: none"> ○ COPE work was effective in bringing concerns to the forefront and offering focus and priorities for board ○ “Walk and talk” discussion was productive, focused and helpful to help navigate next steps (format was interesting and good too!!) ○ Design Awards – venue and jury were discussed, CM and EM to look into venues