



AIAVT BOARD OF DIRECTORS MEETING MINUTES

Dore & Whittier Office, Burlington, VT / November 21, 2017

Attending:

- | | | | |
|--|--|---|--|
| <input checked="" type="checkbox"/> Carol Miklos
(Executive Director) | <input checked="" type="checkbox"/> Lisa Rovner | <input type="checkbox"/> Gary Corey
(Immediate Past-President) | <input checked="" type="checkbox"/> Andrew Schlatter |
| <input checked="" type="checkbox"/> John Dale | <input checked="" type="checkbox"/> Marjorie Dickstein | <input checked="" type="checkbox"/> Kevin Racek
(Treasurer) | <input checked="" type="checkbox"/> Catherine Lange |
| <input type="checkbox"/> Danny Sagan | <input type="checkbox"/> Ward Joyce | <input checked="" type="checkbox"/> Joel Page
(Secretary) | <input checked="" type="checkbox"/> Eric Morrow
(President) |
| | | <input checked="" type="checkbox"/> Megan Nedzinski
(Vice-President) | <input type="checkbox"/> Dan Goltzman |

Guests: Brian Leet, CSI VT

Time	Item #	Topic for Discussion
6.03	1.	Meeting brought to order.
	2.	Announcements; There were no announcements.
	3.	ACX Conference: <ol style="list-style-type: none"> 1. Planning for 2018 is underway. Brian and Lisa will continue leading the effort. The program theme is still to be determined. Theme ideas are requested and should be sent to Lisa and Brian. The conference location will remain at Champlain College. At least two additional AIAVT members are needed to help with the event planning. 2. Event entry fees were discussed; the committee would like to offer free entry for all AIAVT and CSI members. The ability to eliminate the fee is under review. Due to the high vendor interest removal of the fees is conceivable.
	4.	Meeting minutes were approved with corrections. Two BOD members were not on the attendance list. The names will be added to the minutes.
	5.	Executive Director's Report: AIAVT will need to go through the accreditation process in 2019. The accreditation process will focus on work completed in 2018. As 2018 progresses, efforts should be taken to complete required items. Carol will provide guidance.
	6.	AIANE Report: <ol style="list-style-type: none"> 1. AIAVT will be receiving \$1,598.86 from AIANE's reserve fund reconciliation. 2. There were three Vermont firm award winners at this year's design award celebration.
	7.	Committee Reports: <ol style="list-style-type: none"> 1. Treasurer's Report: Total expenses are below last year and total income to date is higher than last year. 2. Public Policy: <ol style="list-style-type: none"> a. A meeting with DFS is scheduled for the second week of December to

		<p>continue discussing building permits and architect involvement on projects.</p> <ul style="list-style-type: none"> b. Contractor Licensing: The State is considering establishing a registration/licensing requirement for contractors. Carol was asked to find a volunteer to help write an AIAVT issue brief in support of this issue. The Board will review this topic further and start a discussion with and the State. It was noted that AGC is most likely against licensing for contractors. c. BGS engagement: A volunteer is needed to champion this relationship and future meetings. <p>3. Programs Committee: There are no programs proposed at this time.</p> <p>4. Communication Committee:</p> <ul style="list-style-type: none"> a. The new website is up and running. Minor adjustments are still in process. The cost for classified ads was discussed as well as the cost for a photo beside each member's directory listing. A motion was made, voted on, and approved to remove the fee for a classified ad starting 2018. A charge for photos will remain. The cost ramifications (both in terms of dollars and staff resources) for offering free images will be reviewed in 2018. b. Newsletter: The newsletter delivery method may change with the new website. The best approach for delivery is still under review.
8.		<p>Ad Hoc Committee</p> <ul style="list-style-type: none"> 1. Cooperate Governance: <ul style="list-style-type: none"> a. Proposed bylaws' changes have been distributed to members and will be voted on at the December meeting. The proposed changes are desired to bring the bylaws into alignment with current practices. A lawyer will be consulted in 2018. The cost for legal assistance will be considered in next year's budget. b. The Board Manual review is scheduled for a later date. c. Employee Manual review: AIAVT will consult an employment lawyer for recommendations on updates and changes. 2. EPN: <ul style="list-style-type: none"> a. The charrette was a success, with ten teams participating. There were four jurors, two winners, and two honorable mentions. The winning design boards will be on display at the December awards event. 3. Scholarship Committee: <ul style="list-style-type: none"> a. Norwich scholarships: Winners will be determined by December 1. 4. Golf event <ul style="list-style-type: none"> a. Per the AIAVT policy regarding fundraising activities, 20% of the gross income re: the golf tournament is to go into the general fund to cover administrative expenses. The remainder, minus expenses, is to go to the scholarship fund, as per the policy. Since the EPN group was promised some funds out of the remainder, there was discussion about the amount and the policy. The executive committee will review the best approach to distribute the funds. b. A chairperson for the 2018 event is needed.

	9.	Continuing Programs Committee Reports: <ol style="list-style-type: none"> 1. Design Awards: <ol style="list-style-type: none"> a. Evening Set—Dec. 7, Sugarbush b. There was discussion about board members being allowed to have free entry to the awards celebration. A motion was made to allow free admission to the event. The motion was voted on and approved. 2. Studio Socials: No new events are currently planned. 3. Traveling Awards update: there were no updates.
	10.	Board Health and Committee Appointments <ol style="list-style-type: none"> 1. 2018 Treasurer- Andy 2. 2018 Secretary- John
	11.	New Business <ol style="list-style-type: none"> 1. Checking account signers: A person is needed to replace Gary as the second signature for the checking account. John has agreed to do so.
8:15PM	12.	Adjourn