



AIA
Vermont

AIAVT BOARD OF DIRECTORS MEETING MINUTES

Bread Loaf Offices, VT /March 20, 2018

Attending:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Taryn Barrett | <input type="checkbox"/> Eileen Hee | <input checked="" type="checkbox"/> Lisa Rovner |
| <input checked="" type="checkbox"/> Megan Nedzinski
(President) | <input checked="" type="checkbox"/> Evan Champagne | <input checked="" type="checkbox"/> Danny Sagan |
| <input checked="" type="checkbox"/> Joel Page
(Vice President) | <input checked="" type="checkbox"/> John Dale
(Secretary) | <input checked="" type="checkbox"/> Andrew Schlatter
(Treasurer) |
| <input checked="" type="checkbox"/> Eric Morrow
(Past President) | <input checked="" type="checkbox"/> Marjorie Dickstein | <input checked="" type="checkbox"/> Jim Williams |
| | <input checked="" type="checkbox"/> Gregor Masefield | <input checked="" type="checkbox"/> Carol Miklos
(Executive Director) |

<u>Time</u>	<u>Item #</u>	<u>Topic for Discussion</u>
6:21	1.	Meeting brought to order.
	2.	No Announcements.
	3.	1. Meeting minutes for Feb. were reviewed. ED to reissue corrected minutes. It was noted that future minutes should use names minimally and never with respect to voting.
6:34	4.	1. Committee List update issued; corrections noted. The list will be reissued. 2. Calendar update, no discussion. 3. Grassroots Meeting Report: AIA is promoting a new "Urban Initiative." There were reports and recommendations on Chapter Leadership transitions. Summary of overall meeting to be issued.
	5.	Committee Reports: 1. Executive Committee a. ED Search: 25-30 applications have been received. First review next week. Interviews in mid-April. b. Treasurer's Report: Budget is tracking well and consistent with previous years. Spent \$1200 on Contract Documents Seminar. Income is trending a bit higher so far. 2. Public Policy a. Update on discussions with DFS re: Title 26 Statute; still no clarity of what takes primacy—Statute or IBC/NFPA code. b. Committee would like to start a conversation with the Licensing Board re: DFS' operations re: the Statute. c. Disaster Response Plan and Accreditation: AIA Chapter Accreditation is due in early 2019; part of the approval process includes having a Disaster Response Plan in place. Such a plan would stipulate policy on how architects might respond in the event of a statewide emergency. However, there is an inherent conflict in Vt. as the state does not have

		<p>a “Good Samaritan” law protecting professionals who act with altruistic intent. For accreditation, it may be sufficient to demonstrate progress on a response plan. Further review required.</p> <ol style="list-style-type: none"> 3. Programs Committee: <ol style="list-style-type: none"> a. There have been three meetings of the committee so far. Tour of the Miller Building planned for the fall. Speakers’ series being considered. b. Outreach event with ECHO in Dec.: design bird houses for display at the opening of an ECHO program. Looking into additional outreach opportunities with other organizations. c. Hope to set up social events/tours with LUs available, such as building tour or industry rep presentations. Cross-promote with ASHRAE, engineers, and landscape architects. d. Events are important opportunities for member engagement and growth and revenue generation. Listening and Engagements Sessions, with workshops on communication skills, public policy, etc. 4. ACX: <ol style="list-style-type: none"> a. Website up soon. All speakers are on board. 2nd track may be initiated for LUs from industry reps and CSI members. Keynote speaker to be Diana Nicklaus, of the SAAM firm in Boston, she was formerly with Pei and Gensler. So far, \$22k has been raised in sponsorships compared with the final amount of \$35k raised last year. 5. Communications: <ol style="list-style-type: none"> a. Website improvements continue with minor tweaks. b. Newsletter progressing; suggestions for content welcome. c. Perhaps include stories with reports on meetings such as Grassroots and the National Convention.
7:08	6.	<p>Ad Hoc Committees:</p> <ol style="list-style-type: none"> 1. Corporate Governance: <ol style="list-style-type: none"> a. Trying to get attorney to review the Chapter bylaws relative to current state law. b. Employee Manual may need updating: hasn’t been updated since 2012. Should it be reviewed by an atty., if so, before ED transition? Questions: Sick Leave, Overtime, and Benefit -- do our policies comply with latest state law? c. Motion approved to authorize the Exec. Committee to hire an attorney to review the Employee Manual if seen fit. The committee may look for labor-specializing attorneys. 2. COTE: <ol style="list-style-type: none"> a. Committee getting restarted. Conference calls to be scheduled for 4th Tuesday of each month at 3 pm. b. COTE Summit -- This year it was to be N.H.’s turn; the Chapter has declined to hold it this year and wishes to wait until 2019. Should there be an alternative NE COTE meeting? AIAVT to take back seat this year since our Chapter hosted last year. c. Proposal: to add environmental metrics to AIAVT Design Award criteria. COTE Committee to discuss with Awards Committee. Should VGBN be invited to coordinate efforts? d. Burlington Form Based Code: concerns have been raised that the new

		<p>code does not jibe with LEED and other related measurement programs.</p> <ul style="list-style-type: none"> e. President proposed trying to connect the efforts of Climate Economy Initiative, led by Vt. Council on Rural Development, with COTE and AIAVT efforts. f. Considering the idea of AIAVT signing onto the Burlington 2030 District Program. <p>3. EPN:</p> <ul style="list-style-type: none"> a. 2018 EPN kickoff event is this Thursday at Zero-Gravity. b. Anonymous survey of Vermont professionals by EPN got 21 responses on career issues such as salaries, etc. Should results be posted on website? There are other sources of similar information from AIA National and Glassdoor. Should links to these be included as a website feature? c. EPN is planning an event with other young professionals such as civil engineers. <p>4. Scholarships and Awards Committee:</p> <ul style="list-style-type: none"> a. High School student applications are due to be received from VSAC by end of month; these will be reviewed and one \$1,000 scholarship will be awarded. b. VTC scholarship to be awarded tomorrow night. c. Re: the AIAVT Design Awards, a suggestion was made to incorporate environmental criteria into all categories or develop a special award category. This is to be reviewed at next meeting. d. AIA Chapter jury to review our awards will be selected by end of summer. e. Traveling Awards exhibit -- is in Shelburne April/May, at State House June/July. <p>5. Membership:</p> <ul style="list-style-type: none"> a. Committee is getting started by collecting ideas of what people may want to get from AIA or learn about AIA activities. Report of previous AIA accomplishments. b. Try to capture the nature of the Vermont professionals and AIAVT membership. Review of previous polls. Conduct a new poll to determine what people are looking for. The process itself may lead to better recruitment efforts. c. AIA National database may have previous poll information on the local membership.
7:52	7.	<p>Special Events and Programming Groups</p> <ul style="list-style-type: none"> 1. Golf: <ul style="list-style-type: none"> a. Presently contacting local venues; so far, have been in touch with Stowe CC, CC of Vermont, Williston, and Sugarbush. 2. Annual Retreat: <ul style="list-style-type: none"> a. Need a leader. LR, TB and WB to consider taking on roles. b. As usual, limited budget, low-key, held in June.
7:59	8.	<p>Executive Director's Report</p> <ul style="list-style-type: none"> 1. Accreditation: AIA adopting new application software. Board is encouraged to use current branding and logo for all materials.

		<p>Accreditation requirements may include:</p> <ol style="list-style-type: none"> a. National wants chapters to promote products such as documents using new materials. b. Chapter may be required to offer 22 credits of LU programs. This is difficult for small organization like us. Confirmation of this to follow. c. Disaster Response—see “Public Policy Committee Report” above. d. Governance: develop sexual harassment policy based on National’s. e. Adopt & uphold diversity policy to match the demographics of state. f. An annual audit may be required from now on. g. Develop a strategic plan every five years. h. Report on 2018 due in early 2019. i. Approach to tackling the accreditation application needs to be addressed at the Exec. Committee level and then perhaps tasks are distributed amongst the Board.
8:22	9.	<p>New Business</p> <ol style="list-style-type: none"> 1. Funding Requests: AIAVT has received 3 funding requests. <ol style="list-style-type: none"> a. A Mount Abraham 8th grade class is studying the architectural profession including the Architectural History, Design and Building process, and how drawings and models are developed and used. The class is planning to take a special boat tour of the Architecture of Boston as seen from the Charles River. They have requested a contribution of \$500 towards the cost of the tour. b. A present Norwich Architectural Student and former AIAVT scholarship recipient would like to take part in a work/study initiative in East Africa. Total cost is \$3,100; he has requested a donation of \$100 or more. c. The Clemmons Farm in Charlotte is an historic African American farm/museum which is hosting a multi-day event on design, June 1, with one of the Architects of the National African American Museum, Lena Howard. There will be a 100-person reception and other events. They are asking the AIAVT sponsor, partially sponsor, and/or participate in the Events. Determined that the ED should contact the Clemmons Organization to further determine the details of the event and in what way AIAVT might collaborate. d. Motion approved that AIAVT will contribute: <ol style="list-style-type: none"> 1. \$300 to the Mt. Abe class in support of their Boston tour with the acknowledgement that this is part of overall program of the history and profession of architecture. 2. \$200 to the Norwich student in support of his trip to East Africa with the understanding that he will submit to AIAVT a report or presentation recounting his trip and activities upon his return.
8:55	10.	1. Adjourn

Respectfully Submitted,

John Dale, Secretary