

Communications Committee Conference Call/Meeting Minutes April 09, 2018 – 4:30pm

Attendees: Joel Page, Steve Clark, Paul Hansen, Andrew Schlatter, Sam Beall

Issued: 4/16/2018

Location: Scott + Partners Office or via phone

Meeting Agenda

1. Web site:
 - a. Forms – Paul will complete the following forms in April – RFP’s, Job Ads, and Event notifications. Paul will also modify forms to be “self-publishing” and member listings will be modified to be self-editing.
 - b. Member Firms – need to complete web change to remove this category. The final changes will be completed this month.
 - c. Member Images policy: there seems to be some confusion on the policy. Joel will follow up with Steve and Carol.
 - d. Burlington 2030 Launch: Promotion for this event will be added to the web site.
 - e. Add architect role information sheet to web site.

2. Newsletter – Proposed newsletter publish dates: 1/31/18, 6/30/18, 10/31/18.

Possible Articles/ Items:

- Axis Lighting Trip - Carol
- Grass Roots - Joel
- Public Policy Committee – Sam, John Alden
- AIA National Conference? – Taryn, Megan?
- State Government Conference, National News? Policy changes?
- VTC Awards - Joel
- Collective insurance – what AIA has available for services.
- Contract Seminar - ?
- ACX Conference - ?
- EPN - ?
- Achievements (to include BBD Conference member speakers) – Carol
- New board member/s still left to announce – Carol
- Upcoming programs – Evan
- New Allied Members – Carol
- AIA NE – Joel
- ACX - ?
- E+E – Jim Williams?

3. Adjourn – 5:30 pm.