



**AIA**  
Vermont



**AIAVT/ CSI -VT**

Freeman French Freeman, Burlington, VT / December 13, 2016, 5:30 PM

Attending: Lisa Rovner (AIAVT), Jamie Gravel (CSI), Eric Lussier (CSI), Eric Morrow (AIAVT), John Kjos (AIAVT)

**ACTION ITEMS ARE NOTED IN BOLD BELOW.**

<u>Time</u>	<u>Topic for Discussion</u>
5:35 PM	Meeting Brought to order.
	1. Going forward, meeting organizer will send out an agenda prior to meeting.
	2. Meeting minutes shall be sent out after meeting. This is required by AIA-VT by-laws. Consider sending minutes within 48 hours.
	3. Speakers being considered include Bernie Sanders, Miro Weinberger and Phil Scott. <ul style="list-style-type: none"> <li>a. Lisa will reach out to Miro's office.</li> <li>b. Eric M. will check with Megan to see if the NNE Cote Steering Committee has reached out to Bernie regarding their event. Coordination of communication is important.</li> <li>c. Update: AIA is considering Bernie for COTE event.</li> </ul>
	4. Finance tracking. Lisa will maintain the financial spreadsheets for ACX.
	5. All committee members need to leverage their connections to get the RFP for speakers in as many hands as possible. <ul style="list-style-type: none"> <li>a. Eric M. will reach out to COTE committee members at the BSA and ME.</li> <li>b. Eric M. will try to post info on the COTE discussion board</li> </ul>
	6. Plug ACX at upcoming AIA Design Awards- Eric M. and Lisa R. <ul style="list-style-type: none"> <li>a. Eric L. to send ACX slide to Eric M.</li> </ul>
	7. Conference tote bags were discussed. No new bags needed.
	8. Jamie will do 2017 ACX posters.
	9. Next meeting is scheduled for Jan. 17 <sup>th</sup> at 5:30 at FFF <ul style="list-style-type: none"> <li>a. Update: Next meeting will be either Jan. 19<sup>th</sup> or 24<sup>th</sup> at 5:30 at FFF. An email will be sent out to confirm.</li> </ul>
6:20 PM	Meeting Adjourned

Respectfully Submitted by,

Eric Morrow AIA, LEED-AP, CPHC