



AIA Southwestern Oregon

Board of Directors Meeting Minutes

April 18, 2007

4:00 – 5:30 pm, Midtown Arts Center

In attendance: Eric Gunderson, Jody Heady, Don Kahle, Ben Rippe, Jean Duffett, Marston Morgan, Kurt Albrecht

A. March 21 Board minutes were approved with corrections:

- 3b. ASLA contributed \$1000 to AIA150
- 2c. Building Information Modeling (BIM) (a possible chapter meeting program)

B. Board Member Reports

1. President

Eric Gunderson

- a. Update of Exec. Search Committee for Component Executive
 - 1. Don hired @ \$1200– to be reviewed in 2 months (before June 8th)
 - 2. Don to provide 1-stop shopping for admin services and will evaluate admin services to streamline
 - 3. Eric & Don meeting with Heidi
 - 4. Heidi to work 5 hrs/ wk to
 - 5. Denise to work 3-4 hrs/month (prepare tax return, etc.)
 - 6. Budget- need to look at more resources (affiliated, sponsorships)
 - 7. Don suggested waiting till end of evaluation period to decide on equipment, etc.
 - 8. Marston asked who will be responsible?
 - 9. Don asked where does AIA/SWO want to go?
 - 10. Board to review old files- form committee
 - 11. Board approved Don's appointment as submitted in email and budget as presented in 4/17/07 handout
- b. Committees formed:
 - 1. computer: Don, Eric, Ben
 - 2. space/facilities: Kurt will talk directly with Riley (MAC Bldg)
 - 3. financing?
 - 4. affiliate membership?

2. President-Elect

Jody Heady

- a. Program for May Chapter Meeting:
 - 1. AIA150 originally scheduled but suggested BIM instead
 - 2. Tonight: I-5 Bridge. Marston asked about architect being on design team
 - 3. Jean & Jody will work out rest of year
- b. budget for AIA National to be checked to cover Jody's expenses

3. Secretary

Jean Duffett

- a. Will address insurance coverage for AIA picnic.

4. Treasurer

Kurt Albrecht

- a. Jody and Kurt to check on CD's maturity dates
- b. Kurt to find out when AIA150 needs additional funds
- c. board members' tab for dinner be included in budget? not discussed

5. Director

Ben Rippe

- a. website: met with Andika and Eric
 1. database to be integrated into website on reg. basis
 2. will investigate w/ Don what other chapters are using
 3. current web-hosting does not have database capability- Ben & Andika to recommend another
 4. Ben & Andika to make decision about server
- b. Director role not well-defined (used to handle newsletter)

6. Associate Director

Becky Thomas

- a. requested email list to send out announcement(s)-
 1. Will send announcement to Heidi, also ASLA, and CIS
- b. next tours: Residence by Richard Shugar, NAMI (underground science bldg)

C. Other discussion:

1. AIA in Salem
2. AIA/150: published at franklincorridor.org
3. Regional Conference in 2010

D. Next Board Meeting: 3:30 pm, Wednesday, May 16, 2007, Actor's Cabaret

Respectfully submitted,

Jean Duffett