



AIA Southwestern Oregon

Board of Directors Meeting Minutes

January 25, 2007

4:00 – 5:30 pm, Lane Arts Council

In attendance: Kurt Albrecht, Ben Brinkley, Jean Duffett, Eric Gunderson, Jody Heady, Marston Morgan, Andika Murandi, Becky Thomas

A. January 14 Board Retreat informal minutes will be forwarded to board members

B. Kurt Albrecht elected as Treasurer

C. Board Member Reports

1. Component Executive, Lane Arts Council (LAC)

Ben Brinkley, Interim Director

- a. Emails to go to both Ben and Heidi
Cc: Denise Fearin @ hotmail.com if budget information
- b. Refer to AIA or AIA 150, especially if budget issue
 1. list of coded sub accounts for budget items distributed
 - b. any request for funds should reference budget year and accounting code
- c. Ben will email Kurt accounting sheets before each AIA Board meeting
- d. P&L sheets for AIA and AIA150 presented
 - a. How much to keep in checking? Jody, Kurt, and Denise to discuss & recommend
 - b. Current CD's coming mature. Board voted to reinvest at better interest
 - c. 2006 Budget still waiting for Art's receipts before being closed out
 - d. 2007 Budget adopted from Eric's draft of 1/23/07
- e. Eric, Jody, Kurt, and Jean to complete form to listed as signers on AIA account
Eric to write letter to let bank know the new "signers"
- f. Checks given to Jody for signing and then distributed
- g. Program announcements were requested to be sent to more than just School of Architecture
 - a. Becky has faculty list
 - b. Ben to print out mailing list for Board review

2. President

Eric Gunderson

- a. Upcoming AIA Grassroots: Feb 7 in Washington DC. Eric & Jody to attend
- b. Eric to prepare message for website and AIA Oregon
- c. Eric to send new board info to AIA National and AIA Oregon
- d. Eric to send board announcement to RG Business Beat

3. Associate Director (and U of O Liaison)

Becky Thomas

- a. Becky to meet w/ Mary Beth Boyd, AIAS President

D. AIA Oregon & PNW Region News

1. Eric to call Jonathan Stafford and Chick Gerke re continuation as director at large and director, respectively

E. Committee Reports

1. Programs, Chair Jody Heady, President Elect

- a. Feb. program: presentation by attendees of regional conference in Hong Kong
- b. Andika to post Calendar on website as linked PDF
- c. More suggested programs: tours of Riverbend, completed Courthouse, U of O Bldg (?)

2. Website: Webmaster, Andika Murandi

- a. Membership roster needs updating.
- b. Discussed update process, adding phone numbers, link to member's webpage
- c. Contact info for AIA/SWO should be on front page (not membership page)
- d. Sponsors: Director responsible for soliciting

3. Director position with RG insert responsibilities still open.

- a. Morgan to consider it.
- b. Kurt suggest members could be enticed to volunteer with chapter meeting dinner reimbursement. Funding is issue (\$1000 annual estimate)
- c. Funding source possibilities: RG Insert, Website ads, charettes, educational tours
- d. Funding already: AIA Documents, dues from membership (which could be expanded in membership drive- no membership committee currently)

4. AIA 150 - Public and Local Affairs Committee

- a. letter from owner of property adjacent to Franklin and its legal implications
- b. Randy Turnbow, pro bono lawyer, advised board to take no action
- c. Jody recommended extending welcome to stakeholders
- d. Eric asked Ben about liability insurance for board members (6350 budget item)
- e. Eric to ask Randy about board and individual member exposure.

F. Other Business

- 1. Cottage Grove wants pro bono testing of proposed code**, according to Morgan.
 - a. Becky to explore U of O class

G. Next Board Meeting: 4:00 pm, Wednesday, February 21, 2007, Lane Arts Council

H. Chapter Meeting Announcements

1. Volunteers needed

- Director
- Program Committee
- People's Choice Committee (including Chair – Lana offered to help)
- RG Insert Committee (including Chair)
- Committee on the Environment (COTE): Chair needed, Scott offered to help

2. Upcoming events

- Feb 28 UO AAA Career Day
- 2010 AIA Regional Conference
- April 13, 14 AIA 150

3. Future Committees:

- Design Awards, Spring 2008
- Craftsmanship Awards, Fall 2008
- Seminars, 2008
- Architects in the Schools, 2008