



AIA Southwestern Oregon

Board of Directors Meeting Minutes

January 16, 2008

Meeting Place: Chapter Headquarters, Midtown Arts Center 1590 Willamette St: Eugene, OR

Board Members 2008:

| | Initials | Present: |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|
| President: W. Jody Heady, AIA jody@heady-architect.net / jheady@hacsa.net | JH | x |
| President-Elect: Randy Nishimura, AIA rnishimura@robertsonsherwood.com | RN | x |
| Secretary: Paul Dustrud, AIA dustrud@dustrudarchitecture.com | PD | x |
| Treasurer: Kurt Albrecht, AIA cba@rio.com | KA | x |
| Director: Jean Duffett, AIA jduffett@berryarch.com | JD | x |
| Associate Director: Becky Thomas, Associate AIA bthomas@robertsonsherwood.com | BT | x |
| Past President: Eric Gunderson, AIA egunderson@pivotarchitecture.com | EG | x |
| Web Master: Jessica Gracie jgracie@pivotarchitecture.com | JG | x |

AIAS Associate _____

Administrator

| | | |
|-----------------------------------------------------------------------------------------|----|---|
| Executive Director: Don Kahle dk4aia@gmail.com | DK | x |
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Initials indicated within the body of the minutes represent action items by that board member.

The Minute report contained within is not a literal transcript of the meeting; however the Chapter has now begun to digitally record the meetings and may be accessed at the chapter headquarters.

Side note to members:

I have changed the format to a numbered outline, I will still be keeping the meeting month as an indicator on the item for tracking purposes, I find the fluidity of this to be more conducive to ease of preparation.

1.1 Meeting Called to Order, 2008 board now in session. (See list above).

1.2 Discussion: Ability for DK to be one of two signers for checking account: amounts less than 200\$.

1.2.1 Voted by Board.

1.2.1.1 Approved.

1.3 By-Law Committee proposed:

1.3.1 Members suggested: Scott Stolarczyk, Bill Seider, Jody Heady, Eric Gunderson, Kurt Albrecht, and Chuck Bailey additional participants Don Kahle and Becky Thomas.

1.3.2 Target for Committee:

1.3.3 Form; February,

1.3.4 Membership inclusion; April

1.3.5 Membership Vote; June

1.3.6 Details to be discussed per Presidents report include Electronic Voting? ~ Quorums / Electronic Quorums Voting members of Board? / Titles & Roles of Board Members Review / Compliance with AIA-National

1.4 Budget review past year 2007 and Projected 2008

1.4.1 JH moved to table discussion in detail for the meeting and proposed to set up a Budget committee to review: [See President agenda items a), b), c).]

1.4.2 Members: JH,RH,BT,KA and DK.

1.4.3 Schedule set at later date.

1.5 Side Discussion to set policy and preferences for recruitment of members other than Board to comprise committees:

1.5.1 JH will consider making calls to recruit.

1.5.2 Need to develop methods for energizing members.

1.5.3 Set goals for chapter.

1.5.4 Write Mission Statement: JH

1.5.5 Attend Seminars relating to this at Grassroots: DK, RN

1.6 Craftsmanship Awards:

1.6.1 Establish Chair: interim: JH.

1.6.2 Proposed that Awards Ceremony occur concurrently with Peoples Choice Awards

1.7 Design Awards:

1.7.1 Discussion centered on need for more of a body of work from members.

1.7.1.1 Proposed waiting until 2009

1.7.1.2 Proposed asking membership via president's newsletter JH.

1.8 Peoples Choice Awards:

1.8.1 Form Chair: BT to be interim chair.

1.8.2 Propose that tradition be that winners of previous year form the committee for the next.

1.8.3 Board did not vote on item, but seemed to agree to pursue.

1.8.4 BT to make the calls to the winners.

1.9 Pacific & NW regional Conference: (AIASWO Host)

1.9.1 Proposed Committee: Scott Stolarczyk, JF Alberson, RN and PD

1.9.2 Solicit comments and feedback from Otto Poticha, U-O and others.

1.10 MAC committee: DK,PD, JH and KA

1.10.1 Look at issues surrounding AIASWO home and how to integrate and help with synergy at Midtown Arts Center.

1.10.2 Conference room use.

1.10.3 Send out call for new table and chairs to membership.

1.11 Programs: Report by RN. Great work!

1.11.1 RN to revise some items and send out to membership via AIASWO e-mailer.

1.11.2 Agreed to raise the DIVA program fee to 25\$

1.11.3 Post Card mailer to be developed: DK and PD to produce draft.

1.12 RG Business Beat:

1.12.1 Resumes required by DK for next meeting along with a check for 35\$, (wear ties) for Photographer.

1.13 Alternate Meeting Time:

- 1.13.1 JH prefers meeting later to avoid time out of office:
- 1.13.2 Voted to move standard meeting time to 4pm and keep scheduled meetings at same date as Program.
- 1.13.3 Work to keep meetings efficient. Submit reports to JH one day prior to meeting for inclusion in agenda
- 1.13.4 Approved.

1.14 AIA 150: Legacy or Legs..

- 1.14.1 Discussed inclusion of information into Oregon Design Conference.

1.15 EWEB riverfront property:

- 1.15.1 Nominate JH to discuss obtaining inroad to City/EWEB process, offer AIA Charrette to leaders.

1.16 Website Committee Update:

- 1.16.1 RN to review the website and offer vision to committee for how the site needs to perform.

1.17 Budget Committee: See above 1.4

1.18 Program Sponsors and general sponsors:

- 1.18.1 RN, DK, JH to meet, discuss policy and brainstorm about ways and means.

1.19 Publications: RG insert.

- 1.19.1 Ask Ben Rippe to be interim chair.

1.20 Membership items:

- 1.20.1 JD and DK to review new members and look at ways to recognize them.
- 1.20.2 Review recruitment policy strategy.

1.21 Sourcebook:

- 1.21.1 Discussion; Website vs. Hard Copy...
- 1.21.2 Perhaps Brochure-like..KA,BT,JH to review.

1.22 AIA Oregon Delegates:

- 1.22.1 Stafford, Wilson, Seider (...?)
- 1.22.2 Verify who they are, review by-Laws EG

1.23 Architects in the Schools

- 1.23.1 Ask AIASC to head up. (?)

1.24 Hopes and other committees:

- 1.24.1 Needs more discussion.

1.25 Minute review:

- 1.25.1 Discussion at some point about when and how we should be reviewing the minutes: as follows:
 - 1.25.1.1 Before the meetings, comment to take place via e-mail?
 - 1.25.1.2 During the meetings, comment and resolve at that time?

1.26 Next meeting time: 5:30 pm, Wednesday, February 13, 2008 at MAC

Respectfully submitted,

Paul Dustrud, AIA,
Secretary AIASWO 2008