



AIA Southwestern Oregon

Board of Directors Meeting Minutes

April 15, 2009

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

Meeting Place: Actors Cabaret, Eugene, Oregon

Board Members 2009:

<u>Present:</u>	<u>Initials:</u>	<u>Position/Name:</u>	<u>Email:</u>
<input checked="" type="checkbox"/>	RN	President: Randy Nishimura, AIA	rnishimura@robertsonsherwood.com
<input checked="" type="checkbox"/>	MF	President Elect: Michael Fifield, AIA	mef@uoregon.edu
<input type="checkbox"/>	JH	Past President: Jody Heady	jody@heady-architect.net / jheady@hacsa.us
<input type="checkbox"/>	EG	Acting-Past President: Eric Gunderson, AIA	egunderson@pivotarchitecture.com
<input checked="" type="checkbox"/>	KT	Secretary: Kari Turner, AIA	ktturner@pivotarchitecture.com
<input checked="" type="checkbox"/>	PD	Treasurer: Paul Dustrud, AIA	dustrud@dustrudarchitecture.com
<input type="checkbox"/>	PE	Director: Paul Edlund, AIA	pauledlund@msn.com
<input checked="" type="checkbox"/>	MB	Associate Director: Mariko Blessing, Associate AIA	mariko@2-form.com
<input type="checkbox"/>	EB	Web Master: Erik Bishoff	ebishoff@pivotarchitecture.com
<input type="checkbox"/>		AIAS Associate:	
<input type="checkbox"/>	BS	Oregon AIA Delegate: Bill Seider	bseider@pivotarchitecture.com
<u>Administrator</u>			
<input checked="" type="checkbox"/>	DK	Component Executive: Don Kahle	dk4aia@gmail.com

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.

Meeting called to order: March Minutes Approved, Consent Agenda Approved

Please reference the Consent agenda distributed prior to the meeting for additional information. In an attempt to streamline the meetings, a consent agenda is being utilized for board reports and other regular business. The intent is to allow more time for discussion on other items.

General Agenda

A. Hilton agreement for 2010 Conference:

- Conference date is changing to October 13-16, 2010.
- Need to amend contract for new dates and decreased room commitment.
- *Action: If the Hilton accepts the new dates, the Board moved to authorize Randy to sign the agreement. If the Hilton requests, other dates, the committee will need to evaluate before signing agreement.*

B. Proxy votes for National Convention:

- Randy and Michael were authorized to represent the Board's proxy votes.

C. May Chapter Meeting Brainstorm and free dinner:

- The intent of the meeting is to encourage more people to come and to thank those members who have been active in the last year. It is also an opportunity to hear from more people on their ideas for how to make the chapter better.

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- The chapter is currently ahead of the budget by about \$4,500, not including the stipend for the Bridge Design Review Board, so it was decided a free dinner could be provided.
- The May meeting currently has Lisa Petterson giving a presentation on the Living Building challenge.
- It was decided that the free meeting should have more time for brainstorming rather than combining it with a presentation that is already likely to draw a large number of people.
- Motion: The free dinner and brainstorming meeting will be moved to June. The first 70 people to RSVP will be included.

D. Change of Meeting Venue:

- Paul Edlund who suggested this idea was not present at the meeting so the subject was tabled for next time.

E. Sponsorship Brochure:

- The intent of a brochure would be to attract more sponsors and more allied members.
- DK is working with AIA Portland on a possible template but he does not have time to do additional layout work. The focus of layout work would be to fine-tune the offering and possibly provide “bundled packages”.
- The programs would remain focused on subjects of interest to Architects.
- The brochure could be a volunteer opportunity for a member or could be in trade for an allied membership to a graphic design company.
- Motion: The chapter moved to explore options by contacting Steven Asbury (UO Business School), David Koranda (UO Journalism School – branding), and Capelli Miles Spring (Branding firm that has worked with 2fORM and PIVOT). They will be asked about two tasks; a tri-fold sponsorship brochure, and an identity piece for the 2010 conference.
- *Action: DK to contact.*

F. Waive AIA-SWO board agenda in absence of quorum?

- This item is in response to a recent AIA Oregon meeting that did not have a quorum yet the meeting continued.
- The Board agreed to waive the agenda if a quorum is not present.

G. Legislative Day April 23:

- 30 people so far state-wide have RSVP'd. It was hoped to have 150. We need more people to go. Randy will make an announcement at the beginning of the general meeting encouraging more people to attend.

H. Identifying future chapter leaders:

- The chapter needs to continually look for new people for board or other volunteer opportunities. We need to make sure we are recruiting people who can take actionable ideas and act on them and people who demonstrate leadership skills.

Other items:

1. RG Home and Garden section:

- The RG is willing to publish an article every month in the Home and Garden section.
- DK will help with ideas and leads. Randy to write this year, Michael the next as President of the Board.
- One idea was to profile a firm a month and let the firm provide most of the content which would reduce the amount of writing the President would have to do.

2. Kinetic sculpture sponsor for DaVinci Days:

- DK suggested this is something that could be done with surplus chapter funds for about \$800 that could help invigorate the Corvallis chapter.

- The Board was hesitant since we would not be directly contributing anything but money (not design input). It was decided to table the idea for now.

3. AIA National Convention funds:

- Randy suggested the chapter help to defray the costs of Michael attending the convention in San Francisco.
- It was noted that Michael did not attend Grassroots in order to allow more budget for people to attend the Regional conference in Alaska in preparation for our Regional Conference next year. Although the current budget situation will allow us to do both.
- *Motion: The Board voted unanimously to reimburse Michael the cost of registration.*

4. Baker Center Seminar on June 5:

- The seminar will provide 3.5 credits in the Sustainability category.
- The room will cost \$260.
- *Motion: The Board voted unanimously to authorize Randy to sign the agreement.*

5. Continuing Education Credit filing:

- Lana Sadler is working on reporting credits for the AIA meetings. The credits for the charrette do not seem to be showing up yet.
- *Action: DK to follow-up.*

Adjourned: Next meeting time: 4:00 pm, Wednesday, May 20th at Actors Cabaret Eugene OR

Respectfully submitted, Kari Turner, AIA, Secretary AIA-SWO 2009