



AIA Southwestern Oregon

Board of Directors Meeting Minutes March 17, 2010

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

Board Members 2010:

<u>Present:</u>	<u>Initials:</u>	<u>Position/Name:</u>	<u>Email:</u>
<input checked="" type="checkbox"/>	MF	President: Michael Fifield, AIA	mef@uoregon.edu
<input checked="" type="checkbox"/>	PD	President Elect: Paul Dustrud, AIA	dustrud@dustrudarchitecture.com
<input checked="" type="checkbox"/>	RN	Past President: Randy Nishimura, AIA	rnishimura@robertsonsherwood.com
<input checked="" type="checkbox"/>	PT	Secretary: Patricia Thomas, AIA	patricia.thomas@ci.eugene.or.us
<input checked="" type="checkbox"/>	LW	Treasurer: Linn West, AIA	linn@awjarchitects.com
<input checked="" type="checkbox"/>	DB	Director: Richard Bryant, AIA	altavistadesign@comcast.net
<input type="checkbox"/>	MG	Director: Mark Gillem, AIA	mark@uoregon.edu
<input checked="" type="checkbox"/>	MB	Director: Mariko Blessing, Associate AIA	mblessing@robertsonsherwood.com
<input checked="" type="checkbox"/>	SM	Associate Director: Shane McCloskey, Associate AIA	smicdesigns@gmail.com
<input checked="" type="checkbox"/>	EB	Web Master: Erik Bishoff	bish@erikbishoff.com
<input checked="" type="checkbox"/>	AIAS	AIAS Associate: Michael Fischer	mfischer@uoregon.edu
<input type="checkbox"/>	BS	Oregon AIA Delegate: Bill Seider	bseider@pivotarchitecture.com
<input type="checkbox"/>	SJ	Region Associate Director: Shawn Jenkins	sjenkins@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: February 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. AIA-SWO Web:

- Updating our website is not in our budget. MF said that EB felt that updating it would take more time than he had available. Peter Utsey may be available to update our website as a community service.
- MF and DK will look into a new format for the contacts page on the website.
- MF passed around an unsigned letter to the chapter. The letter expressed issues that the author had about the chapter and the website. DB commented that some of the opinions in the letter may need attention if the Board feels the complaints have any validity.
- The bylaws need to be updated on the website.

B. Chapter Meeting Venues:

- There was some discussion on whether or not the chapter should buy a projector. DK would like it to be available for firms to rent. Board Members will research what is available and what is appropriate for our uses. (We currently use Robertson/Sherwood/Architects' projector which is an InFocus LP70+.) SM made several comments about technical aspects needed for a video projector. DB commented that he did not think it would be a good idea to rent the projector to other groups if the chapter should purchase a projector.
- There was also some discussion on getting a new screen for the ACT (or splitting the cost).
- April's chapter meeting will likely yield a significantly higher turnout than our more recent chapter meetings. MF suggested that a larger venue may be needed for the future scheduled Design-Develop-Build presentation. U of O campus was one suggested location. MF will get additional information on having the April meeting at the Jordan Schnitzer Museum of Art.
- DB will continue to pursue options for the August chapter meeting in Corvallis.

C. Board Member Responsibilities/Getting Small Things Accomplished:

- Board members will make an effort to add content to our consent agenda.
- There was some discussion on what motivates us to be on the AIA-SWO Board including being able to act upon or pursue items of particular interest to us, becoming a delegate to AIA Oregon and acting on a state/national level, and serving as a voice for others in our chapter, but not on the Board. The President is the spokesperson for the Chapter.
- DB would like an operations manual that outlines Board member responsibilities as well as committee responsibilities.
- MF will look at committee organization and thinking about an operations manual.

D. Sponsorship Issues (monthly vs. 2010 Conference):

- There needs to be a way to ensure that the same businesses are not approached for sponsoring both a monthly chapter meeting and the 2010 Conference, unless there is some thought that goes in to how to approach businesses about sponsoring both.
- The 2010 Conference is asking for greater sponsorship levels. The monthly chapter meeting sponsors should ideally be businesses who would not be able or willing to meet the sponsorship levels of the 2010 Conference. MF and LW will discuss this further.
- The Sponsorship Brochure with a menu or sponsorship levels has not been developed.
- There was some discussion on having a sponsor for the "fancy" dinners (\$100/month). This could be a business who would not be otherwise interested in sponsoring a month chapter meeting.

E. Regional Conference (Paul):

- Paul reported that things are coming together, but they will need a lot more help in the future.
- Sponsorship is the largest challenge.

F. City of Eugene Opportunities + May Chapter Meeting:

- PT updated the Board on the status of the Comprehensive Lands Assessment and Envision Eugene. Envision Eugene is the state required planning initiative to determine how to accommodate approximately 35,000 more people in Eugene during the next 20 years. (See February Meeting Minutes for more information.) The city will be studying various Efficiency Measures for accommodating growth within the urban growth boundary and seeking public

input in the next several weeks.

- The City Council will look at various scenarios in May and June with the preferred scenario subject to hearings beginning in late summer.
- There was some discussion on the best way for the chapter to be involved in this and what the May meeting should contain. MF/PT/DK will meet to discuss this further.

G. Other items:

- AIAS Report: General elections will be held during the first week of Spring Term. There is a group of AIAS members who are going to the West Quad Conference and will hopefully be able to report on this conference at the next Board meeting.
- Executive Director Assistance: There was a brief discussion about whether the chapter Exec. needs a part-time assistant. DK commented that he did not think there was a need for an assistant and that it was easier and more time-efficient for him to provide the desired tasks
- Membership: DB commented that the chapter may need to pay some attention to retaining members and also work on involving our emeritus members at a higher level. Comments during the joint AIA / CSI meeting from a former member suggests that the chapter may be able to help former members remain engaged with the chapter during these difficult economic times. Calling upon former members to help the chapter with volunteer efforts, especially during the regional convention, may encourage them to return to membership when the economy recovers.

Adjourned: 5:30 PM

Next meeting time: 4:00 pm, Wednesday, April 21st at Actors Cabaret Eugene OR

Respectfully submitted by Mariko Blessing, Associate AIA, Director AIA-SWO 2010