



ASLA

AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS
UPSTATE NEW YORK CHAPTER
 Executive Committee Meeting Minutes
Date: July 18, 2008
Place: Teleconference

ExComm Member /Office	Present	Absent
Mike Haas, President (V)	<input type="checkbox"/>	
David Cutter, Immediate Past President (V)		<input type="checkbox"/>
Dick Powell, Trustee (V)		<input type="checkbox"/>
David Kenyon, VP for External Affairs (V)	<input type="checkbox"/>	
Darryl Jones, Treasurer (V)	<input type="checkbox"/>	
Joy Kuebler, Secretary (V)	<input type="checkbox"/>	
Greg Robinson, VP for Program Services (V)		<input type="checkbox"/>
Nicole Lipp, VP for Communications & Information (V)	<input type="checkbox"/>	
Brit Bassinger, At Large Member (V)	<input type="checkbox"/>	
Doug McCord, At Large Member (V)	<input type="checkbox"/>	
William Christopherson, At Large Member (V)		<input type="checkbox"/>
Student Liaisons		
Laurene Gilbert, Cornell		<input type="checkbox"/>
Erin Cole, ESF		<input type="checkbox"/>
Non Voting Members		
Rick Rivers, TRO (NV) / Aria Camaione-Lind	<input type="checkbox"/>	
Student Committee		
Mary Mcquiggan (Cornell) NV		<input type="checkbox"/>
Kasey Toomey (Cornell) NV		<input type="checkbox"/>
John S. Holden (ESF)		<input type="checkbox"/>

- 1.0. CALL TO ORDER:** The Executive Committee meeting was called to order at approximately 8:30 AM.
- 2.0. PRESIDENT’S COMMENTS:**
 - 2.1.** Dave Kenyon made motion to accept June Meeting Minutes, seconded by Doug McCord. Motion passed.
- 3.0. PRESIDENT’S REPORT**
 - 3.1.** Brit attended the ASLA leadership conference in Seattle and highly recommends it. It was very worthwhile, and would like to consider getting the speaker to come to NY to make a presentation.

- 3.2. Bill Christopherson has been working hard on behalf of the profession in the Northern stretches of the state. Recently was able to get LA on the Chamber of Commerce for Watertown. Could we look to future events to be held there, help promote the area?
- 3.3. At Large members and committee tasks: Joy confirmed that the current constitution notes the At Large positions shall perform tasks associated with the Ex. Committee including committee chairman and committee membership. August call for nominations should include the additional committee ideas we have been considering,
- 3.4. **Chapter nominations:**
 - 3.4.1. TRO can help us, but Ex Comm needs to lead the way on this. Calls for nominations need to go out in August. Joy to get updated list of what positions are coming due for elections.
- 3.5. **CIP Grant Application:**
 - 3.5.1. Final applications due in October. Nicole and Joy are spearheading, but looking for as much input as possible. Particularly in regards to funding request. This could possibly be a revenue source for chapter.
 - 3.5.2. Don Furlow, Don Lake, etc as contact people for the application.
- 3.6. **2008 Awards Jury- Vermont**
 - 3.6.1. Can Nicole get some info on the Vermont Chapter members who will be acting as Jury up on the web?
 - 3.6.2. When will we be selecting our group to jury the Vermont Awards? Brit expressed interest in being involved.
- 3.7. **2008 National Conference in Philly**
 - 3.7.1. Can we look at some incentives to get a big NY contingency to attend? Ideas: rest a bus, Amtrack discounts, some type of credit rewards? Further discussion needed.

4.0. TREASURER'S REPORT

- 4.1. Bulk of income from conference, some still trickling in
- 4.2. Report has some line items with questions for TRO
- 4.3. Profit balance is actually slightly lower than shown in report due to discrepancy with vendor balance.
- 4.4. Darryl made motion to make additional payment of \$200 to Rochester Downtown Design Coalition for the Walter Hood presentation. Doug McCord seconds, motion passed

5.0. VICE PRESIDENTS REPORT:

- 5.1. **COMMUNICATIONS VP – Nicole Lipp**
 - 5.1.1. Next Newsletter time table. Nicole recommends holding until we have 2008 awards to announce.
 - 5.1.1.1. Bill Christopherson has offered to be editor for the next three issues, thanks Bill!
 - 5.1.2. Website updates on going, Conference “recap” and some additional items.
 - 5.1.3. Meeting minutes have been loaded. Still need Marshall’s archived minutes.
 - 5.1.4. Nicole asks that everyone review the website for content and let her know of any updates/ changes.
 - 5.1.5. Fall event in Utica, planning to give overview and presentation of how to “navigate” through the site, introduce all the features.

- 5.1.6. ULE will go out at end of month, please update Nicole of any new items to be posted.
- 5.2. **PROGRAMS VP** – Greg Robinson (not present, Mike gave overview)
 - 5.2.1. **November Event Friday Nov. 7th.**
 - 5.2.1.1. Peter Auyer has volunteered to assist with the presentation for the event and has agreed to be Masters of Ceremonies for the event. Thanks Peter!
 - 5.2.1.2. Greg, Peter and Mike are working together on the presentation to “honor past presidents and trustees”
 - 5.2.1.3. Have considered adding a “roundtable” event focused on Professional Development. Possibly 5 topics, ideas include: Breaking down barriers, Human Resource issues, marketing, software tools. Possibly solicit membership for vote on topics to include? Possibly developing 10 topics and have membership select top 5.
 - 5.2.1.3.1. Need someone to lead on the roundtable discussions
 - 5.2.1.4. Darryl: Suggest getting a “thank you” plaque for Marshall’s efforts over the years and for the commemorative issue. Mike Haas will have something nice made.
 - 5.2.2. **Awards submissions due Mid August**
 - 5.2.2.1. TRO will assist with mailing packages to Jury
 - 5.2.3. **2009 Conference**
 - 5.2.3.1. A group of people from the LA group have expressed an interest in hosting the 2009 conference in Saratoga Springs. We are set to be the jury for the Vermont Chapter awards, could host a kick-off for the jury and the 2009 conference in Saratoga as well.
 - 5.2.3.2. Doug McCord to update “conference package” materials with items from Rochester Conference, to be used for Saratoga.
 - 5.2.4. **Fall Welcome Sessions**
 - 5.2.4.1. Our Calendar shows an event for 9-19-08, need to confirm location and time if we want to keep this date.
 - 5.2.4.2. Cornell Welcome Event. Possible tie in with Dave Cutter and a green roof tour at Cornell.
 - 5.2.4.3. ESF Welcome Event. Possible tie in with Don Furlow’s wetland event. Don is looking to co-sponsor a Wetland tour event with ASLA. He is not looking for a monetary donation, just our backing and use of the ASLA logo. We need to confirm his schedule of events to be sure a “welcome event” and or reception is possible.
 - 5.2.5. **August Ex. Comm meeting**
 - 5.2.5.1. Joy Kuebler has offered to host the August Ex. Comm meeting in conjunction with an outreach event for ASLA and AIA. Display the green roof and permeable pavers. Joy will also set up a group from the Buffalo AIA to meet the Ex. Comm and kick-off the 2010 joint conference.
- 5.3. **EXTERNAL AFFAIRS** – Dave Kenyon
 - 5.3.1. Two chapter liaisons are set and going
 - 5.3.2. NYSCLA: Doug McCord will update group with new NYSCLA items.

5.3.3. WICKS law reform update. Darryl suggests one of the roundtable discussion items be the changes to WICKS law and the impacts we should expect to see.

6.0. TRUSTEE'S REPORT

- 6.1.** National is increasing dues to \$23 (\$10, \$13).
- 6.2.** Should NYUASLA chapter increase as well? Discussion noted that our operating expenses have increased with TRO handling more items. Our membership levels have jumped to over 200 people for the first time in nearly 20 years. A \$5 increase would roughly mean \$1000 over the course of a year, this would roughly cover the increases in TRO's contract from last year. Discussion noted that smaller amounts of increase over spans of time would be easier to implement.
- 6.3.** Doug McCord makes motion to increase NYUASLA chapter dues from \$75 annually to \$80. Darryl Jones seconds, motion passed.
- 6.4.** Dick confirmed that the increase in National ASLA does not trickle down to chapters. (Via e-mail)

7.0. ACTION ITEMS

- 7.1.** Joy to review Ex. Comm positions slated for elections
- 7.2.** Nicole to add Vermont Jury info to web-site

ADJOURNMENT/NEXT MEETING: The business meeting was adjourned at 9:30 AM.
The next meeting is scheduled for August 15, 2008 at 2:15 PM.
65 Zimmerman Street
North Tonawanda, NY 14120

An outreach event will start at 4:00 PM.

Please Notify The Secretary In Writing Of Any Exceptions Taken To These Minutes Within Five (5) Working Days, After Which These Minutes Will Be Considered Final And Posted To The Chapter Website As The Official Record Of Our Business Meeting.

Respectfully Submitted,

Joy Marie Kuebler, Chapter Secretary

Enc.

Distribution: ExComm/Guests/ESF+CU FLA Chairs/Chapter Website