



ASLA

AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS
UPSTATE NEW YORK CHAPTER
 Executive Committee Meeting Minutes
Date: May 16, 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"/>
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"/>

1.0. CALL TO ORDER: The Executive Committee meeting was called to order at approximately 8:30 AM.

2.0. TRUSTEE REPORT

- 2.1. Write up for June trustees meeting will be available.
- 2.2. Dues increase for the next two years was approved. A total of \$23.00 over two years; \$10.00 this year, and \$13.00 next year. We are running behind the CTI every year, but this seems more palatable to the chapter.
- 2.3. New VPs- Brian Doherty, Oklahoma- membership chair. Pam Blaogh, Grand Rapids- VP finance. President elect will be chosen, can vote on-line or by mail.
- 2.4. A lot of attention on green roofs.
- 2.5. LA Bash was a huge success.

- 2.6. Announcement of 2008 ASLA medals given at Philadelphia.
- 2.7. Attended the Audit Committee meeting, now back on the committee. ASLA made too much money with the job-link and now there is a tax issue of “making too much money”.
- 2.8. Lobby Day: met with staff from Schumer, forestry person from CA. Met with staff from Clinton as well. Went with Paul (ESF) to a representative office, did a great job; need to cultivate him as an upcoming leader.
- 2.9. Lots of handouts; picked up some materials.
- 2.10. PDF download of Standard contracts forms for LA’s (similar to AIA) with focus on LA available on ASLA web-site (in the members only section), for a small fee.

3.0. PRESIDENT’S COMMENTS:

- 3.1. June meeting will be in Rochester. Wednesday night before the 11th; 4:00pm reserved the “board room”.
- 3.2. Two new liaisons. Erin has met with the ESF students, ran into Paul at a separate meeting (Paul will be president at ESF this year). Paul is very active and will make a great and interactive president. Erin would like to plan a get together next fall when the students arrive.
- 3.3. Laurine Gilbert, Cornell liaison has met with student officers. Would like to do a fall get together as well. Possibility of a “green roof” tour at Cornell and invite the students for a get together.
- 3.4. 2008 award call for entry, PDFs are attached in Mike’s email with executive committee, please review with comments. Would like this sent out before the June conference. Applications are due in August. Would like to have a handout and or boards before the June conference.
- 3.5. Membership committee needs a chair. Two members away from being 200 members; would like to get those to others before the June conference.
- 3.6. Mike got a call from Fred Holmann, who has moved back to the Lake George area and is semi-retired. Would like to become a member again.
- 3.7. Leadership training: Nicole would like to go, possibly Brit also. Dates are soon- first week of June.
- 3.8. NYSCLA is key in Lobby Day effort.
- 3.9. APA- a lot of communication with them for continuing education credits. They are attending a lot of our conferences- should help them with their credits. Working with Doug to see what will qualify for them.
- 3.10. Calendar: need to update soon, teleconference in July, succession at that time, and how to promote our officers next year. Need to make sure people are being groomed for higher leadership roles.
- 3.11. August: committee assignments and elections. September: possible green roof walk through.
- 3.12. JKLA permeable paver event in June. Use this event to help the chapter develop programs as well.

4.0. PRESIDENT'S REPORT

- 4.1.** Mike picked up an extra folder from Lobby Day. Good event and handouts were well received. Lobby Day should be pushed harder next year. It is the best way to get the point across. It is set up by National, and most one on one experience with person actually voting and making decisions.
- 4.2.** CPC in Washington. Mike would like another member to attend with him. Dave Cutter attended this year, and Mike would like to use this opportunity to groom the internal leadership. Many presentations, Mike gave one on our set up and relationship with TRO and how well that works. It will be an excellent networking event- chance to meet with other chapter presidents. There will be presentations by current national executive committee members.
- 4.3.** Student award presentation: Syracuse event went well. Added with an event for "honor society" induction with parents.

5.0. TREASURER'S REPORT

- 5.1.** LA Bash contribution check was sent out. ESF's article was submitted, but not Cornell's.
- 5.2.** Ed Olinger will have a more refined budget for the June conference.
- 5.3.** Received TRO invoice, no newsletter invoice yet. Breakdown of costs from TRO needed.

6.0. VICE PRESIDENTS REPORT:

6.1 EXTERNAL AFFAIRS VP (Dave Kenyon)
Not Present

6.2 PROGRAMS VP (Greg Robinson)

6.2.1 November Chapter Awards: Attempt to draw larger crowd and honor past presidents. It would make the event that much more special. Could the boards from the 50th event be used? Develop additional materials? A more developed Power Point in addition to the boards. Power Point to honor past presidents as well? Mike would be willing to work as well.

6.2.2 Brit, Mike, Dick, Dave Cutter, and Greg will be on the committee. Doug McCord might have a Utica LA that can be contacted.

6.2.3 June Conference: Confirmation of all speakers including Angela. There will be a key note speaker on Friday- an advocate of public art.

-Send in registration forms.

-Other allied organizations, as well as licensed LAs but not members, we need to get schedule and registration forms to them. Grass root style may be more successful with this.

-Mike has gotten e-mails for registration from people who need credits. Dick to send registration forms to trustees of surrounding areas (PA and CT).

-Send all the random e-mail lists to Nicole to get the list comprehensive. Newsletters should be membership perk, other e-mailing should be as many people as possible.

-Unsure of how many credits will be offered, hopefully at least 1 that qualifies for each presentation section.

- Rick to send out weekly reminders out with credit info and registration form. Rick can help with Nicole as well.
- Thursday night dinner, Rochester based food. Location will be at Bergmann's office.
- Rochester design coalition with Walter Hood. Most likely be helping with his hotel room and food on Thursday. No other costs.
- Some early registrants have already filed and paid. Early registration was extended to allow for a few more days of e-mail registration.
- Schedule from 5/15 is correct. Doug to resend registration.

6.3 COMMUNICATIONS VP (Nicole Lipp)

6.3.1 Newsletter: June commemorative newsletter- Marshall still interested. He is working on it now, deliverable for the conference. If anyone receives an e-mail from him, please forward to Nicole.

6.3.2 Turn around time from printer is 5 days. Rick will stay on Marshall as well. Need tentative date to TRO for editing.

6.3.3 Web: Change over to new web address has been a hold-up. Did not want people going to the old site when new site will be ready in a few days. Need clarification on coordination. Call to web manager for final coordination. Unsure of what will happen to old web-site. Maybe a "forward" set up for a while.

7.0. The Rivers Organization

- 7.1.** April newsletters went out, and only a handful came back with bad addresses.
- 7.2.** Would like to add Bergmann's logo on registration form for their Thursday evening event. Rick to confirm with Doug.
- 7.3.** Committee needs to decide what sort of conference packet TRO will put together.

8.0. ACTION ITEMS

- 8.1.** Have something set up on old web-site with link info. Need registration up and running. Stay persistent with web contact person. Should have further info today.
- 8.2.** Chapter awards will be in Utica in the fall. The Hotel Utica seems available. It's a nice location, need to coordinate dates and program; but looks like a "go". November 13? December holiday event? Agenda item for June Meeting.

ADJOURNMENT/NEXT MEETING: The business meeting was adjourned at 10:00 AM. The next committee meeting will be June 11, 2008 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