

FEBRUARY 2022 EXECUTIVE COMMITTEE AGENDA

Location: Web Meeting

Date: Wednesday, February 16th, 4:00-5:00pm

I. CALL TO ORDER

II. ROLL CALL

- a. Alan Rosenwinkel, April Westcott, Adam Kutemeier, Christine Pearson, Beth Schrader, Beck Schultz, Daniel Liggett, Jack McGee, Kris May, Rebecca Ludwig, *Anna Menchaca*, Jonathon Geels, Carl Kincaid, Joel Stevens

III. APPROVAL OF DECEMBER RETREAT MINUTES.

- a. **Motion: Jonathon**
b. **Second: Adam**
c. **APPROVED**

APPROVAL OF REVISED JANUARY MINUTES.

- d. **Motion: Jonathon**
e. **Second: Kris**
f. **APPROVED**

IV. OFFICER REPORTS

- a. President – Rebecca Ludwig
- i. CPC News –
- CPC Winter Webinar on March 3 at 3pm ET
 - National Association for Olmsted Parks (NAOP) is asking ASLA Chapters to join in the Olmsted 200 celebrations on **April 26**. Recorded webinar with information on how chapters can participate.
 - Minecraft Design Camp
 - ASLA is inviting interested chapters to host a Minecraft Design Camp with their local school or community group. Information webinar will be offer will come in following weeks.
 - Anticipated launch date **April 2022**.
 - Submissions are open for ASLA Professional Awards and Student Awards
 - Registration deadline for the Professional Awards are due **Friday, February 25 at 11:59 pm PT**, and all submissions must be finalized in the system by **11:59 p.m. PT on Friday, March 18, 2022**.
 - Key dates for the student awards
 - Registration Deadline - **Friday, May 13, 11:59pm PT**
 - Submission Materials Due - **Monday, May 23, 11:59pm PT**
 - SKILL | ED workshop: Thoughtful Connections and Growing Impact
 - ASLA is accepting applications for a new 3-month SKILL | ED business development workshop series that coaches professionals on how to build a business with purpose and intention
 - Deadline to apply is **February 28, 2022**. Up to 15 participants will be selected by the ASLA Professional Practice Committee.
 - ASLA Fund
 - ASLA New York Chapter donated to the fund as a chapter and national

- is encouraging other chapters to do the same.
 - b. ASLA Fund's initiative to support women of color on their journey to licensure
 - i. Sponsors have committed to donate a total of \$100,000 in funding.
 - 7. ASLA Conference
 - a. Call for presentations now open
 - b. Proposals are due **Tuesday, February 22, 2022, at 12:00 pm PT**
- b. Trustee – Jonathon Geels
 - i. Special BOT meeting held Feb. 3rd in regard to Landscape Architecture be designated as a STEM discipline
 - 1. Previous efforts were null. Goal is to pick this back up and run for a full submission.
 - 2. Please review Trustees report located in the BaseCamp folders
 - ii. ASLA now is going to be archived in the Library of Congress
 - iii. Uptick in membership over the last few months. Back at numbers before the pandemic.
- c. Treasurer – Dan Liggett
 - i. Current account balances
 - 1. Checking – 70,599.83
 - 2. Savings – 20,658.35
 - 3. Total – 104,242.30 (Doesn't include CD account)
 - ii. Christi to send audit documents to the committee by the end of this week. Would like to have the audit completed by the end of March.
 - iii. 6 sponsorships have been processed so far. 3 have not.
- d. Approval of Officer Reports
 - i. **Motion: Adam**
 - ii. **Second: Carl**
 - iii. **APPROVED**

V. COMMITTEE REPORTS: *Please convene prior to ExCom and be prepared to provide a progress report, update on activities, and action items*

- a. **Nominating Committee** – *Alan, Rebecca, Anna, Carl*
- b. **Tellers Committee** – *Rebecca, Beth, Jack*
 - i. No Action until election
- c. **Constitution and Bylaws Committee** – *Jonathan, Beth, Adam, Alan*
- d. **Audit Committee** – *Adam, Christine, Bill Kincius, Monica Guillard?*
 - i. Waiting on Treasurer to send out material
- e. **Fellows Committee** – *Alan, Jonathan, Dan*
 - i. All nomination packets were sent. Results will be back around May/June
 - 1. Will need a replacement writer for the coming years. Recommendation has been given.
- f. **Archives Committee** – *Joel, Alan, April, Adam, Brett Schlachter*
 - i. Will meet with committee to discuss potential permanent archive locations
- g. **Scholarship Committee** – *Carl, Kris, Beth, Randy Royer*
- h. **Advocacy Committee** – *April, Jonathon, Beck, Rebecca, Jack*
 - i. **Allied Professionals Chair**- *Dan*
 - ii. Reports have been combined for this last month's with Government Affairs and can be located in BaseCamp
- i. **Sponsorship Committee** – *Carl, Dan, Kris, April, Christi, Anna, Jhenn Sanchez, Julie Barnard*
 - i. 9 sponsors so far
 - ii. Anova might be interested. **ACTION ITEM:** Jonathon to email Dan contact.
 - iii. Committee meeting 2/18

- j. **Continuing Education Committee** – *Kris, April, Kyle Kroger*
- k. **Membership & Emerging Professionals Committee** – *April, Jack, Kris, Anna, Beck, Carl, Rebecca, Cameron Rodman, Tommy Freeborn*
 - i. Chapter Membership Chair Webinar – 2/18
 - ii. BSU Portfolio Reviews – Before 2/25
- l. **Communications Committee** – *April, Beck, Anna, Rebecca*
 - i. Social Media
 - 1. LARE virtual sessions available through the Illinois Chapter available, 2/19, 2/26
 - 2. Sponsor Days
 - ii. Website
 - 1. **ACTION ITEM: BOT Frameworks plan link to be uploaded.**
 - iii. Upcoming Events
 - iv. Newsletter
- m. **Chapter Awards Committee** – *Adam, Kris*
 - i. National Professional Awards
 - 1. Call for Entries went out Tuesday, February 15th
 - 2. Submittals are due Friday, March 18th
 - ii. Ball State / Purdue Honor & Merit Awards
 - 1. Looking for Jurors! Looking to hold these interviews in-person at the universities, if possible.
 - 2. Jury(s) will happen sometime in March
 - a. Reach out to Cameron Rodman, Tommy Freeborn to volunteer
 - b. Carl to possibly be on the Purdue jury
- n. **Events Committee** – *Kris, Christine, April, Anna, Beck, Rebecca, James Keith*
 - i. Annual Meeting – Christine
 - 1. Alternate was presented with Dan Kiley’s “North Christian” Church.
 - a. Committee to decide on whether to pull the trigger.
 - ii. Holiday Party – TBD
 - iii. Golf Outing – Pat, Anna & Beck to shadow and take over next year
- o. **Diversity Chair** – April, Carl, Kris, Jack
 - i. Plan to meet to discuss potential funding for sponsoring an event
- p. **Executive Director** – Jonathan, Carl, Christi, **Julie Barnard**
 - i. Chair -

VI. NEW BUSINESS / OPEN FORUM

- a. AIA/INASLA Newly Licensed Ceremony tentatively scheduled for March 26th at the Indiana War Memorial in the Pershing Auditorium from 3:00pm to 4:30pm.
 - i. Presenter needed. Kim said she was open to having an LA presenter this year.
 - 1. David Gordon & or Deb Schmucker were suggested
 - 2. 12 Landscape Architects are on the list
 - ii. AIA is asking for \$500 to cover expenses
 - iii. Volunteers for the event
 - 1. Kris, looking for others
- b. Earth Day – April 22. Do we have plans to host something this year? James from Spence Restoration is asking if we want seed packets to give out.
 - i. Idea for social media – Possibly highlighting an Environmental Stewardship award winner
- c. Additional Items/Discussion
 - i. Pre-pandemic our chapter members are 190-200. During pandemic it dropped to 160. It is currently at 180.
 - ii. David Ruban and Jonathon Geels put a nomination in Dr. Lisa Harris (CEO for Eskenazi Health, Associate Dean for IU School of Medicine) for Honorary Membership

VII. NEXT MEETING

a. Wednesday, March 16th, 4pm, Location: **Virtual**

VIII. ADJOURN