



## APRIL 2020 EXECUTIVE COMMITTEE MEETING MINUTES

Location: Web Meeting

Date: Wednesday, June 10<sup>th</sup>, 2020 4:00-5:00pm

### I. CALL TO ORDER

### II. ROLL CALL

Attendees: Julie Barnard, Shannon Creasy, Pat Stout, Alan Rosenwinkel, Rotina Tian, Adam Kutemeier, Jonathon Geels, Marc Ancel, Monica Guillaud, Kris May, April Wescott, Randy Royer

### III. APPROVAL OF MARCH EXCOM MINUTES

- a. Please review **Action Items** prior to ExCom.
- b. Please review **Committee Assignments** prior to ExCom and come prepared to provide a progress report including committee chair, action item progress, etc.

**Motion to Approve Minutes:** Jonathon

**Seconded:** Kris

**May ExComm Meeting Minutes Approved**

### IV. OLD / UNFINISHED BUSINESS

- a. National Membership Services Committee - April
- b. Zoom Happy Hours
- c. Motion to use any fund that are saved by the CPC and BOT(?) events being cancelled toward support for needy organizations. STATUS - Alan  
Alan discussed tabling this discussion given the uncertainty of several events - leaving the money to be unused this year.

### V. OFFICER REPORTS

- a. President - Randy Royer
  - i. National Conference (October 2-5)
    1. Early Bird Registration - Ends June 9<sup>th</sup>.
    2. Advanced Registration - August 10<sup>th</sup>.
  - ii. LGBTQIA Pride Month  
National is making a push to support and include communities. ASLA Pride is one example.  
Kris mentioned joining forces with IYG (Indiana Youth LGBT Group) for participation next year for Pride or even sooner to promote LA within the organization.  
Alan noted that we should make sure all of Indiana State is represented, not just central.
  - iii. June newsletter content ideas
  - iv. CPC Meeting follow up.  
Heavy conversation on how to engage in a Post Covid-19 Era, specifically transitioning to virtual conferences.
- b. Trustee - Jonathan Geels  
Executive VP position search is nearing an end. The search group focused on a candidate with strong impact on diversity and inclusion.

### Upcoming National ASLA Dates

1. Annual Conference Early Bird Deadline Closed. Regular is still open.
2. Student awards Jury Coming Up next Wednesday, Thursday, and Friday. 560 submissions!
3. Call for National Committee Services closes July 24.  
ACTION ITEM - LINK TO BE INCLUDED IN JUNE NEWSLETTER:  
<https://www.asla.org/land/LandArticle.aspx?id=57647>.
4. Open calls for national offices is due later this month.

#### c. Treasurer - Monica Guillaud

- i. Current account balances

Monica provided Treasurer's Report; updating that taxes should be in progress.

#### d. Approval of Officer Reports

**Motion to Approve Officer Reports: Jonathon**

**Seconded: April**

**May ExComm Meeting Minutes Approved**

## VI. COMMITTEE REPORTS: Please review Committee Assignments prior to ExCom and come prepared to provide a progress report including committee chair and general update on activities.

#### a. Nominating Committee - Alan

- i. Election Schedule
- ii. Review nominees

Alan and Nominating Committee presented Ballot to Randy for approval. The ballot was then presented to ExComm for approval. Approved Ballot will be distributed on July 1 via Survey Monkey and will stay open until July 29. This will allow a few days for counting before being due to National by August 2, 2020.

Alan presented the nominees. Lots of new people want to be involved. ExComm wants to encourage involvement whether these nominees get elected or not. Alan will be reaching out to all individuals not elected to a voting position to make sure they know the value in staying involved with committees.

**Motion to Approve slate for 2020 ExComm Elections: Alan**

**Second: Julie**

**Slate for 2020 ExComm Elections Approved**

#### b. Tellers Committee - Rotina

#### c. Constitution and Bylaws Committee - Jonathan

#### d. Audit Committee - Adam

Note: Monica wants to be on audit committee for next year

#### e. Fellows Committee - April

Meeting - Jonathan, Randy, April, and Bernie

A meeting was held between Jonathon, Randy, April and Bernie where the committee decided to refocus the direction. Bernie and the former fellows are to provide a list of candidates next month. Per By-Laws, call for nominations were sent out to membership. Submissions due by June 27.

**ACTION ITEM - (SHANNON) RESHARE VIA SOCIAL MEDIA.**

#### f. Archives Committee - Randy

- i. No report.

- g. **Scholarship Committee** – Randy
  - i. No report.
- h. **Advocacy Committee** – Jonathan
  - ACTION ITEM - (JONATHON) SUMMARIZE INASLA MEMBERSHIP'S INVOLVEMENT WITH PASSING OF GREAT AMERICAN OUTDOORS LEGISLATION FOR NEWSLETTER.**
- i. **Sponsorship Committee** – Christi
  - i. Discussion regarding 2020 Sponsorships
    - Updated sponsorships have uploaded to Basecamp. An email to sponsors about how INASLA plans to realign sponsorships have been sent out with only one sponsor pulling their funding. Committee is still reviewing how to restructure due to COVID-19, the reduction of social events, and reformatted conference.
  - ii. **ACTION ITEM FROM MAY MEETING - (CHRISTI) CONFIRM SINCLAIR RECREATION IS ON OUR SPONSOR LIST TO RECEIVE COMMUNICATION SINCE THEY REACHED OUT SPECIFICALLY.**
- j. **Continuing Education Committee** – Kris
  - i. **Hunter Online CEU - Approved! June 18<sup>th</sup>.**
- k. **Membership & Emerging Professionals Committee** – April
  - i. May Stats
    1. Total Members: 196
    2. New Members: 3
    3. Renewals in May: 8
    4. Renewals in April: 6
    5. Lapsed in May: 11
    6. Lapsed in April: 11
    7. Lapsed in March: 2
    - Committee needs to keep discussing how to engage emerging professionals especially with a virtual format.
    - ACTION ITEM - (APRIL) LOOK INTO HOW WE CAN GET STUDENT CONTACT INFORMATION IN ORDER TO SHARE OUR CHAPTER NEWSLETTER.**
- l. **Communications Committee** – Shannon
  - i. Social Media
  - ii. Website
  - iii. Upcoming Events
  - iv. Newsletter **ACTION ITEM - (RANDY) THIS NEEDS TO GO OUT PRIOR TO JUNE 27!**
    1. National Committees (see above for link)
    2. Great Outdoors and INASLA participation (Jonathon)
    3. Fellows Nomination
    4. Call for Presentations
    5. Others?
    - ACTION ITEM - (SHANNON) REPOST CALL FOR PRESENTATIONS WEEKLY.**
- m. **Chapter Awards Committee** – Adam
  - Chapter awards
    1. We had 34 submissions this year. This is an uptick from last year's total of 24.
    2. Submission's were sent to our partnering chapter of Upstate New York.
    3. Expecting to have results back by July 10<sup>th</sup>.
    4. Need to get in contact with Scott Siefker for award certificates
    5. Thoughts on how we will present these?

6. Conversation: Going through with the video – it will be released online at a later date.

Student Awards

7. Call went out May 22<sup>nd</sup>
8. Motion passed to allocate \$500 towards a scholarship (Award of Excellence)
9. Submissions due June 19<sup>th</sup>

**n. Events Committee** – Kris

- i. Happy Hours
- ii. Annual Meeting
  1. Virtual Conference – Discussion

Kris is getting trained in online platform and will share with other committee members. Need further discussion on best way to make sessions available online afterwards.

**ACTION ITEM – (ALL) PLEASE REACH OUT TO ANYONE YOU THINK WOULD BE INTERESTED IN PRESENTING DURING THE CONFERENCE.**

- iii. Holiday Party
- iv. Golf Outing

EventBrite to go live this weekend, mailer and email blast to follow.

**o. AIA / ULI Liaison**

- i. Nothing new to report

**VII. NEW BUSINESS / OPEN FORUM**

- a. BLM Action Plan – Thoughts / Ideas?

Randy and Alan shared a draft of public statement. Discussion continued about best message for INASLA at the current moment as well as long term actions and some better resources for membership.

**ACTION ITEM – (ALAN) TO DRAFT A SCOPE FOR DIVERSITY CHAIR ROLE WITHIN INASLA CHAPTER AND SHARE WITH (CONSTITUTIONS BY-LAWS COMMITTEE) FOR WHAT THAT MEANS MORE HOLISTICALLY**

**ACTION ITEM – (SHANNON) FORMATTING AND SENDING #BLM SUPPORT STATEMENT TO EXCOMM FOR APPROVAL BEFORE SHARING ON SOCIAL PLATFORMS.**

Thank you to everyone for their honest and open conversation!

- b. Link INASLA website to ASLA firm finder site.

**ACTION ITEM – (JULIE) COORDINATE THIS LINK WITH BRETT AS WELL AS ADDITIONAL REFORMATING OF WEBSITE.**

Conversation about a letter being drafted to the Attorney General about non-licensed landscape architects representing themselves as one online. Keep an eye out for this in the next couple months.

- c. Other new business?

**VIII. NEXT MEETING**

- a. WEDNESDAY, July 8<sup>th</sup>, 4:00 pm, Location: **Virtual**

**IX. ADJOURN**

**Motion to Adjourn Meeting:** Randy

**Seconded:** Kris

**Meeting Adjourned**