



## FEBRUARY 2020 EXECUTIVE COMMITTEE AGENDA

Location: LightSource Lighting Studio, 200, Suite 200, Indianapolis, IN 46202 Conference call

Date: Wednesday, February 12<sup>th</sup>, 2020 4:00-5:00pm

**Door Code: 8719**

**Call-in: 1-800-377-8846    Leader code: 40238737    Participant code: 20611724**

### I. CALL TO ORDER

### II. ROLL CALL

Attendees: Alan, Sarah, Jonathan, Christie, Rotina, Pat, April, Marc, Adam, Kris, Julie

### III. APPROVAL OF JANUARY 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 January ExCom Minutes: Jonathan  
Seconded: Adam  
Minutes Approved**

### IV. OLD / UNFINISHED BUSINESS

### V. OFFICER REPORTS

- a. President - Alan Rosenwinkel for Randy Royer
  - i. Suspension of 2020 Advocacy Summits by National
    1. National Advocacy Day (\$1,700 budgeted for student participation)
    2. Public Relations Summit (\$200)
    3. Diversity Summit
    4. State Advocacy Summit (\$500)

**Jonathan clarified that the State Advocacy Summit should still be included; only the national summits are impacted. The reasoning behind cancelling the summits essentially comes down to a budget issue. The costs associated with the Fellows nomination will also not be incurred this year.**

- ii. CPC & BOT meetings are still happening (April 24/25)
      - iii. New BSU Student Chapter President - Tanner Prewitt
      - iv. Liability Insurance

**Kris: Our local chapter does not carry insurance as the national chapter covers insurance for us; additionally, the venue for the annual conference has insurance and we do not need to provide our own insurance.**
- b. Trustee - Jonathan Geels
- c. Treasurer - Monica Guillaud
  - i. Current account balances

**\$84,186 checking; Savings is same at \$19,900; CD is approx. \$10,000; Up to date on all of our checks payable**
- d. AIA / ULI Liaison

**New Licensee Ceremony - 3/7/2020 @Indiana War Memorial**  
**ACTION ITEM: Sarah to send an email to Chapter list serv asking for**

new licensees.

**ACTION ITEM:** Randy to move this item to the Committee Reports section of the agenda.

**e. Approval of Officer Reports**

**Motion to Approve Officer Reports: Jonathan**

**Seconded: Kris**

**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 - no update

**b. Tellers Committee** - Rotina - no update

**c. Constitution and Bylaws Committee** - Jonathan - no update

**d. Audit Committee** - Adam

Timeline anticipated to have complete by beginning of April

Audit committee is Ron Taylor and Drew Braley (being confirmed)

**e. Fellows Committee** - April

i. No nominations for 2020

ii. Les Smith has requested to be removed from the list of candidates.

**f. Archives Committee** - Julie

i. Received information from BSU (Rebecca Torsell)

ii. Need to determine what we have.

**g. Scholarship Committee** - Julie

i. Scholarship sent!

ii. Responses due March 2<sup>nd</sup>.

iii. Award in April.

**h. Advocacy Committee** - Jonathan

HB1008 amended to include language for landscape architecture; one bill in the Senate regarding licensure, but think we will be able to get the language amended for landscape architects. Next up is to schedule a visit to the State House to speak to legislators.

**i. Sponsorship Committee** - Christi

i. Report on sponsorships to date.

13 sponsors confirmed; we've had increase to \$26,484 in received funds; projected goal is approx. \$40K; most sponsors stepping up levels and one new sponsor (Recreation Unlimited)

**j. Continuing Education Committee** - Kris

Notes from Training Session uploaded to the Committee folder

**k. Membership & Emerging Professionals Committee** - April

i. Stats

1. 1 new member in January

2. 6 renewals in January

3. Non-renewals (5-January, 6-December, 3-November)

ii. Ball State/Purdue Scholarships Rolled Out

iii. Ball State/Purdue Career Fair Presence

iv. Student Chapter Coordination

v. Purdue / BSU ExCom meetings?

1. March 11<sup>th</sup>? **ACTION ITEM:** Alan to coordinate schedules to figure out partnering ExComm meetings at campuses and/or with the student chapter meetings; Jonathan committed to be in attendance.

2. April 8<sup>th</sup>?

**I. Communications Committee - Shannon**

- i. WLAM Planning - Public Relations Webinar
  - 1. National Push: \_\_\_\_\_ grows here.  
Committee will be asking for Submission of videos to this campaign
  - 2. Why Landscape Architecture  
Committee will be asking for submission of headshots/selfies of why you got into LA; show diversity of profession
- ii. February Events:
  - 1. 2/3 - Ball State Career Fair
  - 2. 2/6 - Purdue Lecture Series
  - 3. 2/7 - Purdue Career Fair
  - 4. 2/12 - ACE mentor Networking Event
  - 5. 2/13 - AIA Event
  - 6. 2/13 - IBC/ELS Vendor Showcase
  - 7. 2/29 - Newfields Horticulture Symposium
  - 8. Any others? Art exhibition (date TBD) to promote the process of LA; potentially at Garfield Park Arts Center
- iii. February Posts:
  - 1. BSU/ Purdue Scholarships
  - 2. Others?
- iv. Any hits from the membership about getting involved?

**m. Chapter Awards Committee - Adam**

**ACTION ITEM:** Adam to send out a call for volunteers for Student Award juries; Kris volunteered. April volunteered for Ball State awards. Pennsylvania chapter is not able to partner with us on jurying professional awards.

**ACTION ITEM:** Alan to reach out to Sue Steele on their chapter's availability.

**ACTION ITEM:** Adam to notify Shannon about items he wants her to post to membership.

**n. Events Committee - Kris**

- i. Happy Hours
- ii. AIA / ULI collaborative opportunities
- iii. Annual Meeting - ~~Vote on contract for the venue.~~ No vote needed. Kris will be proceeding forward with that and sending out more information soon.
- iv. Holiday Party
- v. Golf Outing  
Anticipated date: Friday morning, mid-to-end of July at Top Golf

**VII. NEW BUSINESS / OPEN FORUM**

- a. The Chapter needs to consider an Executive Director Position. RR will recruit a few ExCom members to review our options and report the findings.
- b. TREE Fund's 2020 Tour de Trees  
Kris will be riding in the event again, raising \$\$ for Tree and Soil Research Fund.  
Pat mentioned we have a \$2,000 surplus that could be potentially used.  
**ACTION ITEM:** Kris to send out information on the ride and fundraising link.  
**ACTION ITEM:** Shannon to send out information through social blast.
  - i. August 29-Sept 4
  - ii. 300 Miles across Colorado
- c. ASLA Screening: *Claiming Open Spaces*
- d. Other new business?  
**ACTION ITEM:** April to coordinate condolences arrangement for the recent death of Joann Green's husband. Thank you, April!

**Motion to Allocate up to \$200 for flowers/condolence arrangements:  
Jonathan  
Seconded: Alan  
Motion Approved**

**Motion to enter into a Closed Session: Jonathan  
Seconded: Alan  
Motion Approved**

**VIII. NEXT MEETING**

a. WEDNESDAY, March 11<sup>th</sup>, 4:00 pm, Location: **LightSource Lighting Studio -  
Possibly Purdue or Ball State.**

**IX. ADJOURN**

**Motion to adjourn the meeting: Jonathan  
Seconded: Marc  
Motion Approved**