



## MARCH 2021 EXECUTIVE COMMITTEE AGENDA

Location: Web Meeting

Date: Wednesday, March 17<sup>th</sup>, 4:00-5:00pm

### I. CALL TO ORDER

### II. ROLL CALL

- a. Alan Rosenwinkel, Beth Shrader, April Westcott, Beck Schultz, Rachel Kavathe, Craig Rowe, Jonathon Geels, Adam Kutemeier, Rebecca Ludwig, Karina Kasmauskis, Kristopher May, Marc AnceI

### III. APPROVAL OF FEBRUARY MINUTES

- a. February Minutes to be tabled for approval until April meeting. March Minutes to be approved at this meeting as well.

### IV. OLD / UNFINISHED BUSINESS

- a. ExComm Retreat Action Items
  - i. Diversity:
    - 1. Workplace Equity & Diversity CEU
    - 2. Collaborate w/ allied organizations (AIA/APA) and Chapters on how they are moving forward
  - ii. Member Engagement:
    - 1. Coordinate outdoor events w/ partner organizations: kayak tours (ROW), nature hikes (INPS), exhibit Columbus
    - 2. Coordinate w/ AIGA for future design events
    - 3. Virtual Town Hall: Member/Non-Member Engagement in secondary metro areas
    - 4. Quarterly Digital Newsletter
  - iii. Sponsorship Value
    - 1. Share events & sponsors on social media
    - 2. ~~Virtual Sponsor Town Hall~~
    - 3. Chapter Booklet (to include sponsors exposure)

### V. OFFICER REPORTS

- a. President – Alan Rosenwinkel
  - i. CPC News –
    - 1. Licensed Non-Member Postcard Campaign
      - a. ASLA National Membership has contacted initiated contact with first two postcards offering incentives of free LAM and free PDH
      - b. Third postcard would offer free local chapter dues
      - c. List has been cross-checked/narrowed and would like to also begin local outreach by ExComm & member volunteers
        - i. 166 members in the state currently
        - ii. 141 licensed non-members in the state currently
          - 1. Effort should be made to reach out to these members to find out why they might have relapsed their membership.

2. Alan will draft a list to send via email to committee to reach out to those individuals.
2. ASLA's Racial Equity Plan of Action
  - a. <https://www.asla.org/racialequityplan.aspx>
3. Spring CPC Meeting – Friday April 23-Saturday April 24
4. Professional Practice – Upcoming webinars/CEU opportunities to be posted
  - a. Opportunities have been posted on social media. Please take advantage of these.
- b. Trustee – Jonathon Geels
  - i. Two-part survey has been sent out by National to get mission feedback geared around “Value”. Please fill out survey.
  - ii. Officer elections by BOT will be put on by the end of the month.
  - iii. Further updates to come April on strategic plan.
- c. Treasurer – Christi Jackson / Rachel Kavathe
  - i. Current account balances
    1. Total: 115,434
  - ii. 12 confirmed sponsors now.
  - iii. Working with accountant on QuikBooks
- d. Approval of Officer Reports
  - i. Motion - Jonathon
  - ii. Second – Kris
  - iii. Approved

**VI. 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, Randy, Beck, Julie
  - i. Election Schedule
    1. April 1 – Call for Nominees (30 Days)
    2. Existing ExComm members wishing to run again for their current position, or move to another position, please notify the committee
  - ii. ExCom By-Laws Recommendations
    1. Coordinating w/ By-Laws Committee on language
    2. Will seek member input
    3. May ExComm Vote on final language for June Ballot Member Vote
- b. **Tellers Committee** – Beth, Rebecca, Rotina
  - i. No Action until election (July)
- c. **Constitution and Bylaws Committee** – Jonathon, Craig, Adam, Erin
  - i. Expecting follow-up meeting after the review from nomination committee.
- d. **Audit Committee** – Adam, Scott Siefker
  - i. Christi to send treasurer info so audit can review before April deadline.
    1. 2020 Monthly Statements
    2. 2020 Transaction History (printed from the bank)
    3. Balance Sheet
    4. Check Detail
    5. Budget vs Actual (Profit/Loss)
  - ii. Audit needs to be done before April 30<sup>th</sup>.
- e. **Fellows Committee** – April, Craig
  - i. Process & Writer feedback being sought
- f. **Archives Committee** – Randy, April, Adam, Christi, Brett
- g. **Scholarship Committee** – Randy, Kris, Erin
  - i. Deadline has been extended another 30 days.
- h. **Advocacy Committee** – Jonathon, Alan, April, Beck, Rebecca

- i. Had meeting with speaker of the house with INASLA coalition to discuss State Bill 389 (wetland permitting)
  - ii. Discussing with AIA on amending INASLA title language for “Graduate Landscape Architects”. Further info to follow.
- i. **Sponsorship Committee** – *Christi, Kris, Pat, Jhenn*
  - i. 12 sponsors currently
- j. **Continuing Education Committee** – *Kris, Craig, April, Rotina*
- k. **Membership & Emerging Professionals Committee** – *April, Rebecca, Beck, Rachel, Chris Marlow, Camille Shoaf, Sean Rotar, Carl Kincaid (chair of LA professional advisory committee at Purdue)*
  - i. Chapter Membership Chair Webinar – 2/18
  - ii. Student interviews went well for BSU. No activity/correspondence from Purdue on reviews yet.
- l. **Communications Committee** – *Beck, April, Erin*
  - i. Social Media
    - 1. Take over day happened on March 4<sup>th</sup>.
      - a. Had an increase of 1.5% on Instagram.
      - b. More takeover days to come.
  - ii. Website
  - iii. Upcoming Events
    - 1. WLAM coming up
    - 2. National takeover day is Friday, April 17<sup>th</sup>.
      - a. Wanting to celebrate historical places around the state potentially. Indiana Landmarks, etc.
  - iv. Newsletter
- m. **Chapter Awards Committee** – *Adam, Jonathon, April, Julie*
  - i. Chapter design awards
  - ii. Student design awards
  - iii. Claire Bennett Award
    - 1. Julie has updated the submittal requirements to help streamline the process. Looking to have it reviewed by awards committee and by the CBLA committee on or before the awards call later this year.
  - iv. Ball State/Purdue Student Awards
    - 1. Will be in contact with both universities next week to get a date set up for student interviews. These are usually held late March
      - a. Looking to complete by second week of April.
    - 2. We need a jury of 4-6 people. Would anybody be interested?
  - v. BOMAR could possibly make the CBLA or the Award of Excellence. Adam to reach out to Julie for info regarding prices.
- n. **Events Committee** – *Kris, April, Rebecca, Erin, Pat*
  - i. Happy Hours
  - ii. Annual Meeting – Kris
  - iii. Holiday Party
  - iv. Golf Outing – Pat
  - v. Earth Day – April

## VII. NEW BUSINESS / OPEN FORUM

- a. Mission & Vision Discussion
  - i. The members and associates of the Indiana Chapter of the American Society of Landscape Architects believe in contributing to our communities and profession as leaders in the field of landscape architecture. To lead, to educate and to participate in the careful stewardship, wise planning and artful design of our cultural and natural environments.
    - 1. Do we include items such as equity and economic resiliency, etc.?
    - 2. Need to review National’s statement and update INASLA’s to reflect our clear

ideals of 2021 and beyond.

3. Reduce 'fluff' language to clear up with more impact language.
  4. This will drive the chapter's update of the strategic plan.
  5. Recommendation of separating the statement into a "Mission" and a "Vision".
  6. Two question blast to membership?
    - a. What is your vision of an LA?
    - b. What is the mission and vision direction that you believe INASLA should move towards?
  7. Action Item: Separate meeting to be held to refocus the statements with action items.
    - a. Rebecca, Rachel, April, Alan, Jonathon to be on ad hoc committee to discuss.
- b. Additional Items/Discussion

**VIII. NEXT MEETING**

- a. Wednesday, April 21<sup>st</sup>, 4pm, Location: **Virtual**

**IX. ADJOURN**