



## APRIL 2021 EXECUTIVE COMMITTEE AGENDA

Location: Web Meeting

Date: Wednesday, April 21<sup>st</sup>, 4:00-5:00pm

### I. CALL TO ORDER

### II. ROLL CALL

- a. Alan Rosenwinkel, Jonathon Geels, Adam Kutemeier, Rotina Tian, April Westcott, Craig Rowe, Randy Royer, Beth Shrader, Kris May, Marc Ancel, Joel Stevens, Rebecca Ludwig, Chris Marlow, Christi Jackson, Erin Solis, Beck Schultz

### III. APPROVAL OF FEBRUARY & MARCH MINUTES

- a. MOTION: Jonathon
- b. SECOND: Randy
- c. APPROVED

### 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)
- b. Mission & Vision
  - 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.

### V. OFFICER REPORTS

- a. President – Alan Rosenwinkel
  - i. CPC News –
    - 1. Spring CPC Meeting – Thursday April 22<sup>nd</sup> & Friday April 23<sup>rd</sup>
    - 2. ASLA Tools for PreK-12 Teachers
      - a. Webpage recently redesigned
      - b. destination for instructional materials focused on landscape

- architecture, the environment, community building, and design learning
      - c. <https://www.asla.org/prek12teachers.aspx>
    - ii. Licensed Non-Member Campaign
      - a. List has been cross-checked/narrowed and would like to also begin local outreach by ExComm & member volunteers
    - iii. National has set up a Basecamp Team for Chapter DEI Chairs
  - b. Trustee – Jonathon Geels
    - i. Had pre-meeting webinar April 9<sup>th</sup>
      1. ASLA announced pre-K to 12 design summit (DreamBig)
      2. New ASLA staff positions added.
      3. Financial – only halfway through claim from last year’s cancelled meeting
      4. Half of PPE loan was forgiven
    - ii. 5-point racial injustice plan was launched
  - c. Treasurer – Christi Jackson / Rachel Kavathe
    - i. Current account balances
      1. Reports have been uploaded to BaseCamp
      2. Taxes due May 15<sup>th</sup> with accountant
  - d. Approval of Officer Reports
    - i. MOTION – Jonathon
    - ii. SECOND - Randy
    - 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. CURRENTLY ACCEPTING NOMINATIONS
    1. Existing ExComm members wishing to run again for their current position, or move to another position, please notify the committee
  - ii. Election Schedule
    1. May 5 – Nomination Period Closes
    2. Ballot will be presented to ExComm for approval at June meeting
  - iii. ExCom By-Laws Recommendations
    1. Coordinating w/ By-Laws Committee on language
    2. Will seek member input and finalize language prior to
    3. June ExComm Vote on final language for July Ballot Member Vote
- b. **Tellers Committee** – Beth, Rebecca, Rotina
  - i. No Action until election (July)
- c. **Constitution and Bylaws Committee** – Jonathon, Craig, Adam, Erin
- d. **Audit Committee** – Adam, Scott Siefker, Alec Johnson
  - i. Information was received by Christi and sent out to the audit committee.
  - ii. Looking to have review complete in 1-2 weeks
- e. **Fellows Committee** – April, Craig
  - i. Process & Writer feedback being sought
  - ii. Council of Fellows jury meets April 30. Announcements made late May.
- f. **Archives Committee** – Randy, April, Adam, Christi, Brett
- g. **Scholarship Committee** – Randy, Kris, Erin
  - i. 7 students from BSU, 3 from Purdue
    1. Kaitlin Osburn awarded from BSU
    2. Jacob Batista awarded from Purdue
  - ii. Randy to communicate with Communications committee to upload award winners to social media accounts

- h. **Advocacy Committee** – *Jonathon, Alan, April, Beck, Rebecca*
  - i. Wetlands HB passed.
    1. Action Item: Letter will be sent to the governor
    2. Jonathon to pull together list of representatives that voted for the bill.
    3. Bolstered our profession’s visibility for advocacy with state representatives
- i. **Sponsorship Committee** – *Christi, Kris, Pat, Jhenn*
  - i. 3 more sponsors added (2 silver, 1 bronze) – 15 total sponsors now
  - ii. Please review spreadsheet if you are interested to see what sponsors have signed up.
- j. **Continuing Education Committee** – *Kris, Craig, April, Rotina*
- k. **Membership & Emerging Professionals Committee** – *April, Rebecca, Beck, Rachel, Chris Marlow, Camille Shoaf, Sean Rotar*
  - i. Chapter Membership Chair Webinar – 2/18
  - ii. Participation from Ball State only for portfolio reviews, nothing from Purdue
- l. **Communications Committee** – *Beck, April, Erin*
  - i. Social Media
    1. Had national Instagram takeover for WLAM
  - ii. Website
  - iii. Upcoming Events
  - iv. Newsletter
- m. **Chapter Awards Committee** – *Adam, Jonathon, April, Julie*
  - i. Chapter design awards
    1. Mid-to-late May for media call-out
    2. Late June/early July for submittals
  - ii. Student design awards
    1. Early-to-mid June for media call-out
    2. Early July for submittals
  - iii. Claire Bennett Award
    1. Julie has sent draft updated submittal requirements to committee for review/approval
  - iv. Ball State/Purdue Student Awards
    1. Purdue University: Completed Monday April 12
    2. Ball State: scheduled for Thursday April 22
- n. **Events Committee** – *Kris, April, Rebecca, Erin, Pat*
  - i. Happy Hours
    1. Reading Rock scheduled for Thursday, June 10<sup>th</sup>
    2. All events will be put on BaseCamp
  - ii. Annual Meeting – Kris
    1. Working towards one outside tour/opportunity per time slot
    2. Thursday will be a larger tour of Riverside Park
    3. Need more submissions for sessions. Currently only have one session.
  - iii. Holiday Party
  - iv. Golf Outing – Pat
    1. Tentatively set for July 16<sup>th</sup>, 9-2pm
    2. Working on getting Eventbrite setup
  - v. Earth Day – April
    1. June 5th

## VII. NEW BUSINESS / OPEN FORUM

- a. Additional Items/Discussion
  - i. Randy discussed the potential position of Executive Director for Chapter
    1. Spoke with Jason Shelley. He broached the idea of he and his wife serving as the Director for both AIA and INASLA with members of the AIA and they were not receptive.
    2. He has agreed to review and comment on the draft position description. As

- soon as I get his comments I will share the position description with the BOD.
3. Jason mentioned that he knows a few people that might be potential candidates.

**VIII. NEXT MEETING**

- a. Wednesday, May 19<sup>th</sup>, 4pm, Location: **Virtual**

**IX. ADJOURN**