



MAY 2021 EXECUTIVE COMMITTEE AGENDA

Location: Web Meeting

Date: Wednesday, May 19, 4:00-5:00pm

I. CALL TO ORDER

II. ROLL CALL

- a. Alan Rosenwinkel, Adam Kutemeier, April Westcott, Beck Schultz, Beth Schrader, Christi Jackson, Craig Rowe, Jonathon Geels, Kristopher May, Marc Ancel, Randy Royer

III. APPROVAL OF APRIL MINUTES

- a. Motion: Jonathon
- b. Second: Kris
- 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. Council of Fellows met April 30; Announcements will be made in late May
 - 2. [COVID-19 Impacts on Work Practices](#) survey link
 - 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. **IMPORTANT** Please check your own membership and have colleagues check theirs.
 - 1. Currently at 165. Normally 190-200 range.
- iv. National has set up a Basecamp Team for Chapter DEI Chairs
- b. Trustee – Jonathon Geels
 - i. Think about honorary members nomination
 - ii. Olmsted 200 – lots of information being put out by national on this
 - iii. Conference on Landscape Architecture is going to open up in June
 - iv. Successful testimony by Kevin Robert Perry met with staff from US House of Reps. Committee on Transportation and
 - v. ASLA looking for people to nominate for being on the CBLA process.
- c. Treasurer – Christi Jackson / Rachel Kavathe
 - i. Current account balances
 - 1. \$5,956 in scholarship fund
 - 2. Total – 116,924
 - ii. Working on organizing Quikbooks
 - iii. Student scholarship checks were sent out to the students
- d. Approval of Officer Reports
 - i. **Motion: Randy**
 - ii. **Second: Christi**
 - 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. Nominations
 - 1. Received **TWO** nominations
 - 2. Will be working with existing ExComm members and making cold-calls to potentially interested members to fill ballot
 - ii. Election Schedule
 - 1. Ballot will be presented to ExComm for approval at June meeting
 - 2. Voting opens to Members July 1
 - iii. ExCom By-Laws Recommendations
 - 1. Coordinating w/ By-Laws Committee on language
 - 2. Seeking member/past president input and finalizing 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~~
 - i. Will meet with nominations committee in 3-4 weeks
- d. **Audit Committee** – Adam, Scott Siefker, Alec Johnson
 - i. Katie is reviewing comments sent from committee review
- 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. Students have received their scholarship money
- h. **Advocacy Committee** – Jonathon, Alan, April, Beck, Rebecca
 - i. Governor signed Bill resending wetlands protections
 - 1. Advocacy committee will be put together for this
 - ii. **Action Item: Will be meeting to discuss advocacy efforts for the rest of the year.**

- i. **Sponsorship Committee** – *Christi, Kris, Pat, Jhenn*
 - i. Updated list on Basecamp
 - ii. Added bronze sponsor – Forms & Surfaces
- 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. April has contacts from graduates from Ball State, waiting to get Purdue's
- l. **Communications Committee** – *Beck, April, Erin*
 - i. Social Media
 - 1. Action Item: Need to put out call out for student and professional awards
 - ii. Website
 - iii. Upcoming Events
 - iv. Newsletter
- m. **Chapter Awards Committee** – *Adam, Jonathon, April, Julie*
 - i. Professional design awards
 - 1. Friday May 28 for call-out
 - 2. In talks with Tennessee Chapter for jurying
 - a. Entries due September 1st
 - b. Would like to get results back by October 15th
 - ii. Student design awards
 - 1. Call-out went out to professors at BSU & Purdue
 - 2. ACTION: Need to have Communication Committee put a media callout as well
 - iii. Claire Bennett Award
 - 1. Revised submittal req's sent to committee for review; no comments yet
 - iv. Ball State/Purdue Student Awards
 - 1. Both juries completed; Certificates being mailed.
 - 2. Action: Alan will be mailing these out.
- n. **Events Committee** – *Kris, April, Rebecca, Erin, Pat*
 - i. Happy Hours
 - 1. June 10th, Thursday – Email blast to follow
 - ii. Annual Meeting – Kris
 - 1. Kris to have planning meeting in Fort Wayne with Stacy Haviland in June
 - 2. Have 6 indoor session proposals sent in so far. Will have 2 outdoor sessions available as well.
 - 3. Keynote in morning and at lunch (right before awards)
 - iii. Holiday Party
 - iv. Golf Outing – Pat
 - 1. July 16th – Communications committee to send out info
 - v. Earth Day – April
 - 1. June 5th – NEED PEOPLE TO HELP OUT
 - a. Need volunteers 10-4 at Garfield Park

VII. NEW BUSINESS / OPEN FORUM

- a. Additional Items/Discussion

VIII. NEXT MEETING

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

IX. ADJOURN