



JUNE 2021 EXECUTIVE COMMITTEE AGENDA

Location: Web Meeting

Date: Wednesday, June 16, 4:00-5:00pm

I. CALL TO ORDER

II. ROLL CALL

- a. Alan Rosenwinkel, Adam Kutemeier, April Westcott, Beck Schultz, Beth Schrader, Jonathon Geels, Kristopher May, Marc Ancel, Randy Royer, Rebecca Ludwig

III. APPROVAL OF MAY MINUTES

- a. **Motion: Jonathon**
- b. **Second: Beck**
- 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**
 - a. **If anyone has ties to these or other organizations please take the lead and schedule!!**
 - 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. DREAM BIG with Design –
 - a. Two-day virtual event for PreK-12 students and educators

- b. Blends with STEM curriculum plans
 - c. Sept 23-24
 - d. Think about how we can pass this information to schools across the state that might be interested in sharing with their students.
 - 2. SKILL|ED
 - a. Virtual conference June 22-24
 - b. <https://vimeo.com/546705085>
 - c. Intended for Emerging Professionals to learn about business practices, career growth, and professional development
 - d. Action Item: April to put out communications for this event
 - ii. Lapsed Memberships
 - IMPORTANT** Please check your own membership and have colleagues check theirs.
- b. Trustee – Jonathon Geels
 - i. Emily O’Mahoney was elected to president-elect out of the Florida Chapter
 - ii. ASLA is currently celebrating PRIDE Month.
 - 1. Look into sharing this out with the chapter
 - iii. Will hear within the next two weeks about numerous national awards
- c. Treasurer – Christi Jackson / Rachel Kavathe
 - i. Current account balances
 - ii. Headway on cleaning quikbooks
 - 1. Still work to be done showing past expenses and income. Profit-loss sheet will not be correct until this is complete.
 - iii. Tax Extension has been filed.
- d. Approval of Officer Reports
 - i. Motion: Adam
 - ii. Second: Jonathon
 - 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. Ballot
 - 1. President-Elect (1)
 - a. Kris May
 - 2. Vice President (1)
 - a. Christine Pearson
 - i. Action Item: Look into inviting her as soon as possible with the involvement with the annual meeting this year.
 - 3. Treasurer-Elect (1)
 - a. Daniel Liggett
 - 4. Secretary (1)
 - a. Adam Kutemeier
 - 5. Member-at-Large (3)
 - a. Joel Stevens
 - b. Christi Jackson
 - c. Carl Kincaid
 - d. Beth Shrader
 - 6. Associate-Member-At-Large (3)
 - a. Beck Schultz
 - b. Jackson McGee
 - c. Anna Menchaca

IMPORTANT Please check your membership status and renew by June 25; if you are not

ACTIVE, you are not eligible to hold a position on the Executive Committee.

- ii. **Motion to approve ballot: Kris**
- iii. **Second: Rebecca**
- iv. **APPROVED**

- v. Election Schedule
 - 1. Vote for ballot approval
 - 2. Voting opens to Members July 1 for 30 days
 - 3. Chapter leader roster to be reported to Nat'l by Sept 23
- vi. ExCom By-Laws Recommendations
 - 1. Summary of proposed revisions:
 - a. Separate categories: Member-at-Large & Associate Member-at-Large
 - b. Five to seven (5-7) total At-Large seats (odd number preferred)
 - c. At-Large Members:
 - i. 4 At-Large Members
 - ii. Two-year, alternating terms (2 each year to stagger terms)
 - d. At-Large Associate Members
 - i. Minimum one (1), maximum of three (3)
 - ii. One (1) year term
 - iii. Open to multiple to encourage involvement
 - 2. Vote for inclusion on July 1 ballot
- vii. **Motion to approve new by-law recommendations: Alan**
- viii. **Second: Kris**
- ix. **APPROVED**

- b. **Tellers Committee** – *Beth, Rebecca, ~~Rotina~~, Joel*
 - i. Election will be conducted via SurveyMonkey, results available August 1 for verification
- c. **Constitution and Bylaws Committee** – *Jonathon, Craig, Adam, Erin*
- d. **Audit Committee** – *Adam, Scott Siefker, Alec Johnson*
 - i. Katie is reviewing comments sent from committee review
- e. **Fellows Committee** – *April, Craig*
 - i. Congratulations Katie, Jonathon, and Sean!
 - ii. Fellows reception in Nashville?
 - 1. **Would offices be up to chip in one big event?**
- f. **Archives Committee** – *Randy, April, Adam, Christi, Brett*
- g. **Scholarship Committee** – *Randy, Kris, Erin*
- h. **Advocacy Committee** – *Jonathon, Alan, April, Beck, Rebecca*
 - i. **Recognizing legislator of the year for the chapter as a possibility at the annual meeting**
 - 1. **Looking to have a recommendation by next meeting**
- i. **Sponsorship Committee** – *Christi, Kris, Pat, Jhenn*
 - i. **Continuing to add golf sponsors**
- j. **Continuing Education Committee** – *Kris, Craig, April, Rotina*
- k. **Membership & Emerging Professionals Committee** – *April, Rebecca, Beck, Rachel, Chris Marlow, Camille Shoaf, Sean Rotar*
 - i. **Need to let professors know about the "SKILL ED" over social media**
 - ii. **Need to get student volunteers on board for the annual meeting**
- l. **Communications Committee** – *Beck, April, Erin*
 - i. Social Media
 - 1. **Take over day Friday, 18th**
 - 2. **Posts for INASLA student and professional award submissions**
 - 3. **Please prepare material to be sent out by April**
 - ii. Website
 - iii. Upcoming Events

1. DREAM Big flyers were sent out at the Earth Day
2. Earth Day Event was successful and NEED volunteers next year
- iv. Newsletter
- m. **Chapter Awards Committee** – *Adam, Jonathon, April, Julie*
 - i. Professional design awards
 1. Due Friday July 9
 2. Partnering Chapter: Tennessee
 - a. Will need to have us jury mid-September
 - ii. Student design awards
 1. Due Friday, June 25
 - iii. Claire Bennett Award
 1. Revised submittal req's sent to committee for review; no comments yet
 - iv. Ball State/Purdue Student Awards
 1. Certificates issued to schools/students
- n. **Events Committee** – *Kris, April, Rebecca, Erin, Pat*
 - i. Happy Hours
 1. Had 1st one last week – “Goose The Market”. Went well.
 - 2.
 - ii. Annual Meeting – Kris
 1. Kris will be meeting with Stacy Haviland this week to go over sessions, venue, locations, etc.
 - iii. Holiday Party
 - iv. Golf Outing – Pat
 1. Please register if you haven't done so already. Reach out to others to get signed up!
 - v. Earth Day – April

VII. NEW BUSINESS / OPEN FORUM

- a. Additional Items/Discussion

VIII. NEXT MEETING

- a. Wednesday, July 21st, 4pm, Location: **Virtual**

IX. ADJOURN