



## JANUARY 2023 EXECUTIVE COMMITTEE AGENDA

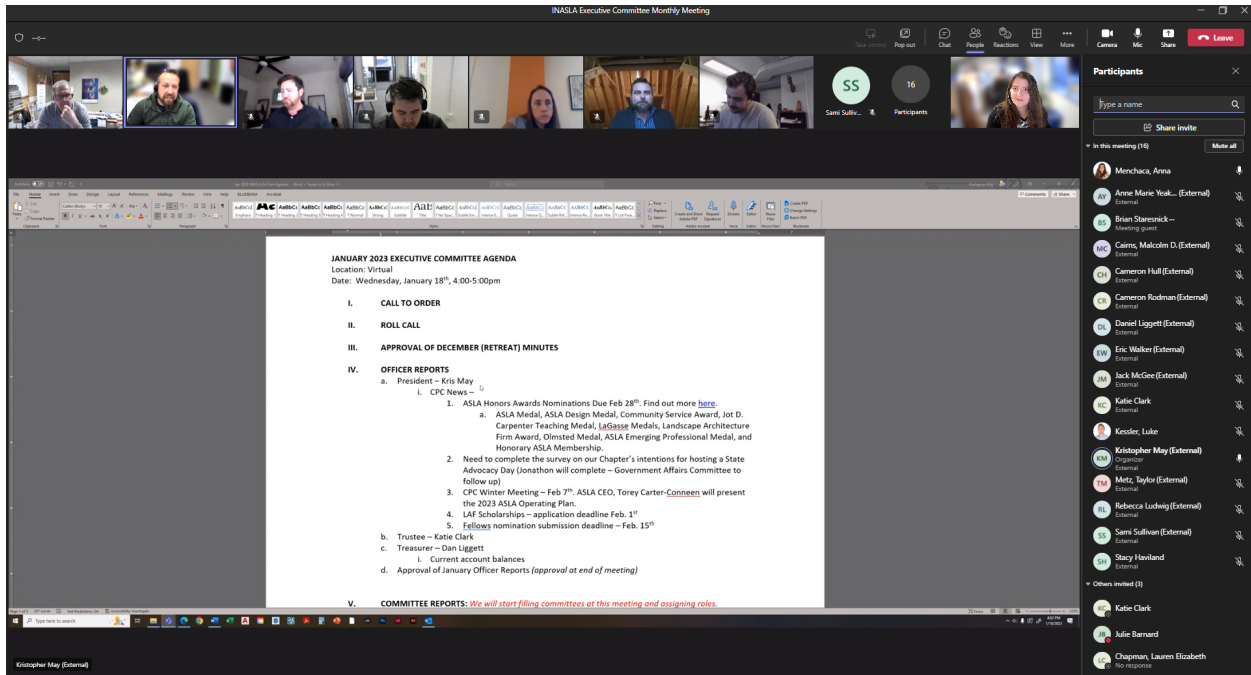
Location: Virtual

Date: Wednesday, January 18<sup>th</sup>, 4:00-5:00pm

### I. CALL TO ORDER

### II. ROLL CALL

Kris May, Malcolm Cairns, Eric Walker, Luke Kessler Cameron Hull Sami Sullivan Brian Staesnick Daniel Liggett  
Katie Clark Cameron RODMAN, Anna Menchaca Anne Marie Yeakey Rebecca Ludwig Taylor Metz **Julie Barnard**  
Jack McGee



### III. APPROVAL OF DECEMBER (RETREAT) MINUTES

**Motion – Rebecca Ludwig**

**Second – Anna**

**APPROVED**

### IV. OFFICER REPORTS

a. President – Kris May

i. CPC News –

1. ASLA Honors Awards Nominations Due Feb 28<sup>th</sup>. Find out more [here](#).
  - a. ASLA Medal, ASLA Design Medal, Community Service Award, Jot D. Carpenter Teaching Medal, LaGasse Medals, Landscape Architecture Firm Award, Olmsted Medal, ASLA Emerging Professional Medal, and Honorary ASLA Membership.
2. Need to complete the survey on our Chapter’s intentions for hosting a State Advocacy Day (Jonathon will complete – Government Affairs Committee to follow up)
3. **Jonathan to complete the survey**

Indiana Chapter, ASLA

PO Box 441195  
Indianapolis, IN  
[www.inasla.org](http://www.inasla.org)

4. CPC Winter Meeting – Feb 7<sup>th</sup>. ASLA CEO, Torey Carter-Conneen will present the 2023 ASLA Operating Plan.
  5. LAF Scholarships – application deadline Feb. 1<sup>st</sup>
  6. Fellows nomination submission deadline – Feb. 15<sup>th</sup>
  7. **ACTION – KRIS WILL ASK HOLLY TO SHARE INFO WITH INTERESTED APPLICANTS; SEND EMAILS AS NECESSARY TO COORDINATE FELLOWS ADMINISTRATION**
- b. Trustee – Katie Clark
    - i. **NO REPORTS**
    - ii. **CHECKED IN WITH KENTUCKY AND NATIONALS – NOTHING IN ORIENTATION IN A FEW WEEKS**
  - c. Treasurer – Dan Liggett
    - i. Current account balances
    - ii. **VOTE ON BUDGET**
    - iii. MOVING TRIP EXPENSES
    - iv. INCREASING NATIONAL TRIP EXPENSES
    - v. SIMPLIFIED SURVEY MONKEY ACCOUNT – REDUCED TO 75

MOTION TO APPROVE BUDGET

MOTION – MALCOLM

KATIE SECOND

APPROVED

TREASURER REPORTS

NOT OFFICIALLY RECONCILED NOVEMBER OR DECEMBER YET – WILL BE FINISHED AT END OF NEXT WEEK

PAYPAL GETTING COUNTED TWICE – WILL BE AMMENDED MOVING FORWARD

CHECK DETAIL REVIEW FOR DECEMBER EXPENSES

REVIEW OF PROFITS/LOSSES

- d. Approval of January Officer Reports (*approval at end of meeting*)

MOTION TO APPROVE OFFICER REPORTS JULIE BARNARD

SECOND BRIAN STARESNIK

REPORTS PASS

**V. COMMITTEE REPORTS: *We will start filling committees at this meeting and assigning roles.***

- a. **Nominating Committee –**
  - i. (3) Full or Associate Members: Immediate Past President, (1) Associate Member
  - ii. Rebecca Ludwig (Immediate Past President), ...
- b. **Tellers Committee –**
  - i. (3) Full or Associate Members: (1) Associate Member
  - ii. ...
- c. **Constitution and Bylaws Committee –**
  - i. (3) Full or Associate Members: Secretary
  - ii. Anna Menchaca (Secretary), ... Lisa Dunaway
- d. **Audit Committee –**
  - i. (3) Full or Associate Members: Trustee, (1) Member of the Executive Committee, (1) Appointment by the President
  - ii. Katie Clark (Trustee), ...LUKE KESSLER
- e. **Fellows Committee –**
  - i. (3) Full or Associate Members: (1) Member of the Executive Committee, (1) Appointment by the President

- ii. ...
  - iii. ACTION ITEM – KATIE, MALCOLM, NAD KRIS TO DISCUSS HOW TO REORGANIZE THE FELLOWS COMMITTEE
  - iv. KATIE CLARK WILL CONNECT WITH APRIL AND ALAN TO GET UP TO SPEED ON WHERE THE FELLOWS COMMITTEE WAS LEFT
  - v. SEND EMAIL TO FELLOWS GROUP TO MEET AND CREATE A SET OF ACTION ITEMS FOR EFFICIENCY MOVING FORWARD
- f. **Archives Committee** –
- i. (4) Full or Associate Members: Secretary, Immediate Past President, (2) Appointees by the President
  - ii. Anna Menchaca (Secretary), Rebecca Ludwig (Immediate Past President), ...
  - iii. LUKE KESSLER, MALCOLM CAIRNS
- g. **Scholarship Committee** –
- i. (3) Full or Associate Members: (1) A Past President, (1) Executive Committee Member, (1) Appointment by the President
  - ii. ... CAMERON RODMAN, MALCOLM CAIRNS

ACTION ITEM – DAN TO MAKE PACKET EDITS AND SEND TO KRIS AND JULIE FOR EDITS BY NEXT WEEK – CC ALL

- h. **Advocacy Committee** –
- i. ... Jack McGee
- i. **Allied Professionals Chair** –
- i. ... DAN LIGGETT
- j. **Sponsorship Committee** –
- i. ... DAN LIGGETT, LUKE KESSLER, BRIAN STARESNIK
- k. **Continuing Education Committee** –
- i. Kris May, April Westcott, Kyle Koger, CAMERON RODMAN
- l. **Membership & Emerging Professionals Committee** –
- i. ... Jack McGee, Cameron Hull

ACTION ITEM – JACK MCGEE TO COORDINATE VIRTUAL PORTFOLIO REVIEWS FOR JOB FAIRS

- m. **Communications Committee** – (Social Media, Website, Upcoming Events, Newsletter)
- i. ... ANNA MENCHACA, APRIL WESTCOTT, ANNE MARIE YEAKEY, BECK SCHULTZ, BRETT SCHLACHTER
- n. **Chapter Awards Committee** –
- i. Katie Clark, ... SCOTT SIEFKER, TAYLOR METZ, CAMERON HULL
- o. **Golf Outing Committee** –
- i. Pat Stout, ... DAN LIGGETT
- p. **Conference Committee** –
- i. Julie Barnard, Sami Sullivan, Kris May, ... REBECCA LUDWIG, ANNE MARIE YEAKEY
- q. **Holiday Party & Fellows Celebration Committee** –
- i. ... ANNA MENCHACA, KRIS MAY, ANNE MARIE YEAKEY
- r. **Diversity Committee** –
- i. ...

- s. **Executive Director Research Committee -**
  - i. ... KATIE CLARK, ALAN?, KRIS MAY
- t. **CLIMATE ACTION Committee - STACY HAVILAND**
  - i. ... CAMERON HULL

**VI. NEW BUSINESS / OPEN FORUM**

- a. Additional Items/Discussion
  - i. Membership Survey
  - ii. Newsletter Items – send to Kris by Jan 26th, end of day, for inclusion in Feb 1 Newsletter
  - iii. Upcoming Events:
    - 1. BSU Career Fair – Wed. Feb 8<sup>th</sup>
    - 2. Purdue Career Fair – Fri. Feb 10<sup>th</sup>
    - 3. Newly Licensed Architect and Landscape Architect Ceremony – Sat., Feb 11<sup>th</sup> @ 3pm
    - 4. Post Holiday Party and Fellows Celebration – Sat., Feb 11<sup>th</sup> @ 5pm – Pins Mechanical Company at Bottleworks on Mass Ave.

**VII. NEXT MEETING**

- a. February 15<sup>th</sup>, 4-5pm, Virtual

**VIII. ADJOURN**