

MARCH 2023 EXECUTIVE COMMITTEE MEETING MINUTES

Location: Virtual

Date: Wednesday, March 15th, 4:00-5:00pm

I. CALL TO ORDER

II. ROLL CALL

- a. Taylor Metz, Kris May, Luke Kessler, Anna Menchaca, Katie Clark, Malcolm Cairns, Jack McGee, Brian Staresnick, Daniel Liggett, Beck Schultz, Julie Barnard, Eric Walker, Rebecca Ludwig, Stacy Haviland, Sami Sullivan, Cameron Hull, April Westcott

III. APPROVAL OF FEBRUARY MINUTES

- a. Motion: Julie Barnard
- b. Second: April Westcott
- c. APPROVED

IV. OFFICER REPORTS

- a. President – Kris May
 - i. CPC News –
 1. CLARB/ASLA Web Licensure Summit on March 22nd at 3pm [Register Here](#)
 2. ASLA Student Honor and Merit Awards – A call will be going out for jury volunteers on social media and through email
 3. LARE Prep Webinar on Section 3 on June 1, 5:30-7:30 [Info and Registration](#)
 4. WLAM – next month! #WLAM2023 Tag @NationalASLA for a chance to be featured on national social media profiles as well as in LAM. [Daily Prompts](#)
 5. Free CEU (for ASLA Members): [Winning Outdoor Kitchen Design – Building Sophisticated Spaces that Work](#) – Thursday, March 30 at 2pm ET
 6. Call for entries for the National Professional and Student Awards is open. Registration deadlines:
 - a. Professional: ENDED (Fri. Mar 10th)
 - b. Student: Friday, May 5th at 11:59pm
 7. STEM Careers Coalition
 - a. The ASLA Fund has secured \$10,000 in funding each year for 3 years for the Discovery Education STEM Careers Coalition Initiative
 - b. Asking each chapter to commit to \$1,000 each year for 3 years
 - i. <https://stemcareerscoalition.org/>
- b. Trustee – Katie Clark
 - i. Town Hall meetings with Torey were held on February 27th and 28th, 2023. I attended on 2/27. General updates on licensure, government affairs, and organization communication platforms were provided to the board.
 - ii. Board of Trustee social media training will take place virtually on March 21, 2023. This is to encourage BOT participation in social media efforts.
 - iii. Next Town Hall Meeting will be April 11th at 2:00 pm EST.

iv. The **Spring Board of Trustees Meeting** will be held virtually Thursday-Friday, April 27-28, 2023, 1:00-5:00 pm Eastern time

- c. Treasurer – Dan Liggett
 - i. Still a negative on the year (from November) – includes event expenses from late 2023
 - ii. Lobbyist fees take a large portion of funds
 - iii. Sponsors to date: ESL Spectrum, PlayPros, Hanover, Landscape Forms
 - iv. Streetscape Products – check inbound
 - v. Need to reach out to last year’s sponsors

V. APPROVAL OF OFFICER REPORTS

- a. Motion: Sami Sullivan
- b. Second: Julie Barnard
- c. APPROVED

VI. COMMITTEE REPORTS:

- a. **Nominating Committee – Rebecca Ludwig**
 - i. NO REPORT
- b. **Tellers Committee –**
 - i. NO REPORT
- c. **Constitution and Bylaws Committee – Anna Menchaca**
 - i. **ACTION ITEM – Katie to assist Anna with resource gathering & Reviewing Fellows Bylaws**
 - ii. **ACTION ITEM - contact nationals for more in-depth changes**
 - 1. MUST UPDATE NATIONALS (AND MEMBERS ANNUALLY?)
 - 2. POST UPDATED COPY ON THE WEBSITE
- d. **Audit Committee –**
 - i. NO REPORT
- e. **Fellows Committee – Katie Clark**
 - i. Began discussions regarding committee organization & process
 - 1. Provide honest expectations on length and requirements
 - 2. Hopefully ready by this summer to begin reviewing
 - 3. Document the process – nominations, considerations, materials, reviews, timelines, as we go
 - 4. Workflow & resources to be fully operational by 2024 for the next committee
 - ii. Reviewed bylaws
 - 1. Agreed that the fellows follow the bylaws
 - 2. Could be revisions to formalize who can review candidates
 - iii. Find a way to encourage members to identify candidates
- f. **Archives Committee – Luke Kessler**
 - i. Establish what is out there to even collect
 - ii. Establish what type of space and how big to store this
 - iii. Reduce the archives committee to “the archivist” (long term play)
 - iv. Claire bennet’s belongings – family are interested in donating – Archives committee to keep up-to-date on conversations
- g. **Scholarship Committee –**
 - i. NO REPORT

- h. **Advocacy Committee –**
 - i. NO REPORT

- i. **Allied Professionals – Dan Liggett**
 - i. Add Deb Schmucker to committee
 - ii. Breakfasts are stepping back up
 - iii. AIA - CAPIndy Speaker Series – August 10th at 5pm – Topic about George Kessler

- j. **Sponsorship Committee – Dan Liggett**
 - i. Landscape Forms – Silver
 - ii. Hanover – Bronze
 - iii. PlayPros – Silver
 - iv. ESL – Gold
 - v. Streetscape Ltd – Silver (Pending)

- k. **Continuing Education Committee – Kris May**
 - i. Filtering requests about potential events
 - ii. Partnering with at Crown Hill Historical Society for a Speaker Series – Tree Rings Talk – April 27th
 - iii. June 1st – Rural Cemeteries Talk

- l. **Membership & Emerging Professionals Committee –**
 - i. Juried Ball State projects (not through INASLA)
 - ii. Prep for Fisher’s Career Fair
 - 1. Collect items (physical or digital) for display

- m. **Communications Committee – April Westcott**
 - i. Meeting Wednesday, March 22
 - 1. Prioritizing finding committee members & taking some posting off of April’s hands
 - ii. Posted about student awards (Ball State)
 - iii. Earth Day coming up
 - 1. Ball State has a booth – June 3rd
 - 2. Need to decide if INASLA is participating – need volunteers
 - iv. Claire Bennet – memorial post series – respond quickly with ideas

- n. **Chapter Awards Committee – Katie Clark**
 - i. student academic awards
 - 1. Scheduled and filled Purdue Jury
 - 2. Ball State Jury Day is scheduled – looking for 4-5 jurors
 - ii. Calls for Professional Design Awards – will send the announcement out for review by end of week
 - 1. Language revisions in some categories for better comprehension
 - 2. Entries will be due beginning to mid-May
 - iii. Future discussions to awards language revisions

- o. **Golf Outing Committee – Pat Stout**
 - i. In the process of getting quotes
 - ii. Tentative Date – July 21st

- p. **Conference Committee – Julie Barnard**
 - i. Finalizing the venue and date
 - 1. Would like to schedule next year’s conference as early as this spring

- 2. Host next conference at Ball State/Purdue in 2024
- ii. Gainbridge Fieldhouse – August 18th
- iii. Eve of the 17th – 50th Anniversary Awards and Gala
- iv. Digital content to come (April)

q. **Holiday Party & Fellows Celebration Committee – Kris May**

- i. NO REPORT

r. **Diversity Committee –**

- i. New things coming from Nationals – will review

s. **Executive Director Research Committee –**

- i. NO REPORT

t. **Climate Action Committee – Stacy Haviland**

- i. Add Darcy Pellom and April Westcott to committee
- ii. Attended Great Lakes Climate Action Seminar
 - 1. Anticipated 2024 participation
- iii. Want to pull in minimum 1 speaker for INASLA conference

VII. NEW BUSINESS / OPEN FORUM

- a. Additional Items/Discussion
 - i. Membership Survey
 - ii. Newsletter Items – send to Kris by March 27th, end of day, for inclusion in April Newsletter
 - iii. Fishers HS Career Fair – March 22nd

VIII. NEXT MEETING

- a. April 19th, 4-5pm, Virtual (Purdue? Email has gone out to Aaron Thompson and Lauren Chapman)

IX. ADJOURN