MINUTES FOR THE REGULAR BOARD OF DIRECTORS’ MEETING

May 17, 2016  11:00-12:00 pm
AIA–SWO Octagon, 92 E. Broadway, Eugene

Board Members 2016:

<table>
<thead>
<tr>
<th>Present:</th>
<th>Position:</th>
<th>Name:</th>
<th>Directive:</th>
<th>Initials:</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Stan Honn, AIA</td>
<td>Internal Affairs</td>
<td>SLH</td>
<td></td>
</tr>
<tr>
<td>Prez-Elect</td>
<td>Katie Hall, AIA</td>
<td>Public Education &amp; Outreach</td>
<td>KH</td>
<td></td>
</tr>
<tr>
<td>Past-Prez + Secretary</td>
<td>Jenna Fribley, AIA</td>
<td>Communications</td>
<td>JLF</td>
<td></td>
</tr>
<tr>
<td>Treasurer</td>
<td>Patrick Hannah</td>
<td>Professional Recognition</td>
<td>JPH</td>
<td></td>
</tr>
<tr>
<td>Associate Director</td>
<td>Kristina Lang, Assoc. AIA</td>
<td>Emerging Professionals</td>
<td>KCL</td>
<td></td>
</tr>
<tr>
<td>Director</td>
<td>Seth Anderson, AIA</td>
<td>Extra-Metropolitan Affairs</td>
<td>SA</td>
<td></td>
</tr>
<tr>
<td>Director</td>
<td>Scott Clarke, AIA</td>
<td>Local Affairs &amp; Community Service</td>
<td>SAC</td>
<td></td>
</tr>
<tr>
<td>Director</td>
<td>Mark Donofrio, AIA</td>
<td>Networking &amp; Special Interests</td>
<td>MKD</td>
<td></td>
</tr>
<tr>
<td>Director</td>
<td>(vacant)</td>
<td>Member Programs &amp; Education</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff</td>
<td>Kathy Wendland</td>
<td>Administrative Assistant</td>
<td>KW</td>
<td></td>
</tr>
</tbody>
</table>

Initials indicated within the body of the minutes represent action items by that board member. The Minute report within is not a literal transcript of the meeting.

11:07 Call to Order (SH)

11:07 Anti-trust statement (read by SC)

11:08 Director updates:

1. Local Affairs & Community Service (SC):
   a. Paul Conte meeting
      i. Full CoLA committee was in the meeting
      ii. Useful conversation, 1 hr 40 min long
      iii. Interesting, germaine points, responsive
      iv. Takeaway – when you get down to it, Paul wants the same thing we want: density, walkable neighborhoods, growth is inevitable; he is a self-described process person, so when he is dissatisfied with the nature of the process, that leads/affects everything else; the actual substance of the topic never sees the time of day because he pushes back so hard on the process
      v. Changed the committee’s perception of his priorities; important conversation for achieving better understanding; but working with him might be challenging
      vi. Paul thinks that an inclusive process is overwhelming for neighborhood stakeholders
      vii. Paul sees himself as an advocate; involved with S. Willamette because he has been asked to (though not a resident of this neighborhood)
b. Urban Renewal Boundary  
   i. Scott attended Eugene Downtown Stakeholders meeting  
   ii. Councilor Claire Syrett was present, attendees shared insights about why Urban Renewal is important

2. Extra-Metropolitan Programs (SA):  
   a. Seth flying out to PA today to National convention, will be receiving the National Young Architect Award  
   b. Bend Liveability Conference promotion underway

3. Public Education & Outreach (KH):  
   a. DX Lecture: Fred Kent  
      i. Katie to touch base with Fred Kent about talking points  
      ii. About $4700 in sponsorship so far, and venue fee waived  
      iii. Open to the public  
      iv. Eventbrite live – invite blast to chapter today  
      v. Mark to email to campus lists  
   b. Discussed Design Annual at the work session  
      i. We need someone to take the lead if we’re going to do it  
      ii. Outsourcing estimate ~ $1600; just putting together content, not advertising sales

4. Emerging Professionals (KL):  
   a. Design Spring had happy hour at the Beer Garden a couple weeks ago  
   b. Planning to do check-in at the Fred Kent lecture  
   c. AIA Late Night – cookie/coffee for terminal studios will be June 1st (9-11 pm)

5. Member Programs & Education (SH):  
   a. Still need a Director/Committee Chair  
   b. ODC  
      i. (MD) enjoyed the event, hadn’t been before, ended up on a panel discussion, well-organized with good speakers and different themes/threads; good mix of faculty and students from UO & PSU, but more opportunity to cross-pollinate between professional and academic communities  
      ii. (SH) wrote a brief about the conference for T@3 last week; seemed to be a bit of angst between UO & PSU constituents; a lot of local members in attendance (15-20%); probably underrepresented as speakers/panelists, was Portland-heavy  
      iii. (MD) would be nice to showcase work/issues outside of Portland;  
      iv. (SH) would like to advocate to budget for 1-2 members from our chapter to attend the next ODC in 2 years  
      v. (SH) CLT a hot theme; should mental note for upcoming chapter program

6. Professional Recognition (JPH):  
   a. Discussed PCA at work-session, Patrick planning to take the helm on this for now

7. Communications (JLF):  
   a. Revising sponsorship packet; also updated on website  
   b.Received 3-year Chapter Accreditation from National (yay!)

8. Internal Affairs (SH):  
   a. Kathy is doing well, now reviewing sponsor benefits and trying to figure out how to manage the follow-through
b. Octagon – new sink! Jerry’s gave us the sink; now plumbed, only has cold water currently; turns out we don’t actually have water, at the moment

9. Networking/Special Interests (MKD):
   a. Small firms group meeting June 10th, presentation on Contracts
   b. Mark sent feelers to Corvallis about organizing presentation about wood products center in June; probably best to push to fall (possibly meeting in Eugene)
      i. Mark interested in organizing trips down to Riddle to see CLT plant – could coordinate credits as a construction tour; or possibly June program

11:55 General Business:
1. Approval of Minutes from the April 19th Board meeting – MOTION 11:59 pm, SC motioned, MD seconded; APPROVED by all present
2. Review/approval of April 2016 P&L and Balance Sheet – pushed to next meeting: our cash flow is better this year than last year, but really hard to compare specifics from last year due to coding discrepancies last year
3. Review/approval of revised chart of accounts – pushed to next meeting
4. Further update/discussion of Design Excellence – MOTION 12:01 pm to accept Katie’s signature on contract with Project for Public Spaces, MD motioned, SC seconded; APPROVED by all present
5. AIA National Convention: delegate appointment and voting authorization
   a. We have 12 delegate votes – we have to assign delegates who will be present to vote and divvy votes among them;
   b. MOTION 12:05 pm to appoint Stan, Katie, and Seth as delegates of AIA-SWO, assuming they are interested, MD motioned, KH seconded; APPROVED by all present
   c. 3 Candidates for Secretary: discussion at AIAO to push for West coast representation; Julia Donoho – an attorney as well as an architect, supportive/involved with Women in Architecture
   d. 3 Candidates for First Vice President: one west coast candidate
6. June & July chapter meetings
   a. June – Corvallis trek vs. Riddle tour
   b. July – Picnic
7. AIA Single Chapter Task Force update
   a. Conference call this Weds.
   b. Not currently any deal-killers, but also not much momentum; Robert Hoffman is joining the task force, and will help get staffing and/or funding to coordinate the pieces/paperwork
   c. Conversation about the model of having a cap on chapter sizes, no chapter/section would have more than 300 people; or is there another model? If we’re going to change the model, we should look beyond the idea/structure of simply renaming chapters as sections.
8. Volunteer vouchers update – no update
9. Confirm June Board meeting dates and times
   a. Next work session: Tues June 7, noon
   b. Next Board Meeting: Tues, June 21, noon

12:23 New Business:
1. ABC Board up for renewal in June – appointed by AIA-SWO board
a. Need to have meeting ASAP

2. Comcast at Octagon – currently paying for a package that includes a phone line; Stan and Kathy confirmed we can eliminate and save $20/month; do we need a phone line for conference call phone?

12:31 Adjourned

Next meeting time & place: Work Session, Tuesday June 7 @ the Octagon, 12:00-1:00 pm

Minutes respectfully submitted by Jenna Friby, AIA, Past-President & Secretary AIA-SWO 2016