MINUTES FOR THE REGULAR BOARD OF DIRECTORS’ MEETING

August 9, 2016 12:00–2:00 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>
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<tbody>
<tr>
<td></td>
<td>President</td>
<td>Stan Honn, AIA</td>
<td>Internal Affairs</td>
<td>SLH</td>
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<td></td>
<td>Prez-Elect</td>
<td>Katie Hall, AIA</td>
<td>Public Education &amp; Outreach</td>
<td>KH</td>
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<td>Past–Prez + Secretary</td>
<td>Jenna Fribley, AIA</td>
<td>Communications</td>
<td>JLF</td>
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<td>Treasurer</td>
<td>Patrick Hannah</td>
<td>Professional Recognition</td>
<td>JPH</td>
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<td></td>
<td>Associate Director</td>
<td>Kristina Lang, Assoc. AIA</td>
<td>Emerging Professionals</td>
<td>KCL</td>
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<td>ZOOM</td>
<td>Director</td>
<td>Seth Anderson, AIA</td>
<td>Extra–Metropolitan Affairs</td>
<td>SA</td>
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<td></td>
<td>Director</td>
<td>Scott Clarke, AIA</td>
<td>Local Affairs &amp; Community Service</td>
<td>SAC</td>
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<td>Director</td>
<td>Mark Donofrio, AIA</td>
<td>Networking &amp; Special Interests</td>
<td>MKD</td>
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<td></td>
<td>Director</td>
<td>(vacant)</td>
<td>Member Programs &amp; Education</td>
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<tr>
<td></td>
<td>Staff</td>
<td>Kathy Wendland</td>
<td>Administrative Assistant</td>
<td>KW</td>
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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.

12:10 Call to Order (SH)

12:10 Anti–trust statement (read by MD)

12:11 Director updates:

1. Extra–Metropolitan Programs (Seth)
   a. Trying to narrow in on a program topic/theme for the Bend Summit
   b. Civic Engagement
   c. Half day, downtown public library reserved
   d. Friday Sept 16th, 1–5ish
   e. KPFF already a sponsor, probably support from GloWindows and others

2. Public Education & Outreach
   a. Design Annual – publication 11/17, forward progress theme, need to check names against LTD campaign
   b. People’s Choice in October, display up for the whole month

3. Emerging Professionals
   a. 6 attendees at the last one
   b. Next one is in October

4. Networking
   a. Had good discussion about planning CLT tour in October
      i. October 12th, confirmed with DR Johnson
      ii. Bus trip down to DR Johnson CLT plant in Riddle
iii. Mark trying to connect with resources to participate/lead events on the bus on the way down/back (speakers/discussion)
iv. Judith has talked with OSU, dept. chair of Forestry and a couple of faculty members are interested in joining
v. Coordinated as a field trip with Val Glitch’s studio at UO, leaving around noon
b. Also next Small Firms roundtable coming up
5. Local Affairs & Community Service (SC):
a. Reviewing City of Eugene’s design guidelines document, city looking for input/feedback, resource for people who are inclined to utilize best practices
b. Attending upcoming S. Willamette meeting 9/19
6. Communications (JLF):
a. Nothing new to report
7. Professional Recognition (JPH):
a. Resubmitting John Reynolds for regional lifetime achievement medal/award
   i. Minor revisions necessary, but would also like to add a letter of nomination from the chapter/component
   ii. Adding pics this year, would be nice to add pics of John teaching if possible
   iii. Submission due Aug 22
   iv. Motion to support/nominate John Reynolds as a chapter – MOTION 12:34 pm, SC motioned, MD seconded; APPROVED by all present
b. Tentatively to submit Otto for 2017 medal of honor
8. Internal Affairs (SH):
a. Cleaning old emails out of account/computer, finding interesting things
b. New chart of accounts to Susie, waiting until September to update reports
c. 3 new affiliate members in the past month, also 3 or 4 new associate members
9. Programs & Education
a. See under general business below

12:38 General Business:
1. Approval of Minutes pending correction of date: July 27, 2016 Board Meeting (wiggio) – MOTION 12:38 pm, MD motioned, SC seconded; APPROVED by all present
2. Review: July 2016 P&L and Balance Sheet (JPH)
a. A bit behind on fundraising at this point, but still waiting on $1500 grant from Realtors for DX lecture (will still be ~$1K short)
b. Also waiting on L&L income from Assa Abloy
c. Still waiting on invoice for picnic catering ~$1200
3. July Picnic – ended up ~$200 underwater, to be split with CSI
4. Aug/Sept/Oct chapter meetings
   a. August – no chapter meeting, but doing Howard construction tour instead on 8/26
   b. September
      i. Bend summit on Friday 9/16
      ii. Also CSI wants to possibly host a BIM workshop in the Octagon
   c. October
      i. PCA presentations 10/19 (?)
      ii. CLT Plant Tour Weds 10/12
d. November – unplanned
e. December – holiday party at Sprout?
5. AIA Single Chapter Task Force update  
   a. In process, coming up with a proposal for each of the 5 category areas, presentation to the State ex-com in September, presentation to AIAO board in November  
   b. Aileen has structured a good report template for each group to use  
   c. Meeting every other Friday morning  
6. September meeting dates, revert back to normal schedule 1st & 3rd Tuesdays  
7. Upcoming events: Howard Elementary Tour (8/25) & Bend Summit (9/16)  

1:02 New Business:  
1. Bend Livability Conference outcomes (SA): steering committee looking at unique solutions for affordable housing in the community, made up of association of realtors, single family housing developers, city of Bend, affordable housing committee; looking for a moderator to help analyze/create a report to help set policy regarding how to encourage more affordable/workforce housing in Bend.  
2. CLT Plant tour in Riddle – October 12th, bus leaving from Eugene, coordinated to include students from Val Glitch’s studio; need to reach out to Central Oregon, Corvallis, and Southern Oregon  

1:06 Adjourned  

Next meeting time & place: Work Session, Tuesday September 6th @ the Octagon, 12:00-1:00 pm  

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