BOARD OF DIRECTORS WORK SESSION
July 12, 2016  12:00-1:30 pm
AIA–SWO Octagon, 92 E. Broadway, Eugene

Present:  Stan, Patrick, Jenna, Kristina, Scott, Katie (@ 12:41)
Absent: Mark, Seth

1. June chapter meeting: debrief
   a. Strong meeting, good response to content
   b. Venue seems to work well at Sam Bonds; format seemed to work well and didn’t require
      as much logistical planning/effort as usual (no catered food)

2. July Picnic
   a. July 20th (next Weds) @ Civic Stadium
   b. Ad-hoc planning committee of AIA & CSI folks
   c. Charging for attendance/dinner, also a no-dinner option
   d. A few sponsorships so far

3. ABC Board
   a. Jenna, Patrick, Paul Dustrud
   b. Need to send to bank for signature cards

4. Chart of accounts
   a. A few minor naming changes to coordinate income/expense line items
   b. Added a hospitality category under other expenses – for coffee/cookies/other when
      hosting meetings of past presidents, AIA-O, board meetings, fellows, etc.
   c. Patrick to send new/revised chart to Susie and cc Kathy

5. June financials – will be on Wiggio

6. Unpaid interns policy – need to pull language from National for adoption locally

7. Design Annual
   a. Just received a sponsorship request from KPFF which included a line item for an ad in
      the Design Annual
   b. Stan/Patrick to reach out to Karen to see if she’s interested in leading the effort; try to
      nail down before board meeting in 2 weeks

8. Membership summary
   a. Stan/Kathy created summary chart of membership numbers
   b. Planning to input quarterly to keep track, see if it’s useful
   c. Currently 133 male/40 female, 186 total
   d. Would be interesting to add #’s from 2015

9. Sponsorship clarifications
   a. “Logo Ad on our website and link back to your website” – change to just “Logo” without
      “Ad”
   b. Follow through with existing sponsors/partners “complimentary ticket(s) to annual
      Summer Picnic” – Jenna to coordinate Eventbrite promo codes with Kathy

10. CSI Update
    a. Stan attended annual meeting/dinner, then followed up with Jim Cheney (new CSI
        President)
    b. Planning to NOT hold the C3 conference next year; other events instead
II. AIAO Single Chapter Task Force  
   a. Had a 2-hr conf call last Friday, divvied up tasks  
   b. To be discussed at AIA-O board meeting next Friday at Pivot  
   c. Hoping to have goal statements compiled by November  
   d. Stan carrying/pushing the message of maintaining local autonomy and nimbleness; meeting with Leroy Landers (PDX) by phone this week  
   e. Setting up every-other week conference call through the rest of the year, to keep moving things forward  

II. CLT Tour/Program – Sept/October? Bus to take group of up to 48 people down to Riddle to visit CLT plant, with a wine hop along the way/home  
   a. Could add extra CEU’s by playing presentation on tv monitors on the bus  
   b. Plan to invite students & faculty too  
   c. Can’t do on a Fri/Sat; looking at possibly a Weds in early October