MINUTES FOR THE REGULAR BOARD OF DIRECTORS’ MEETING

January 17, 2017  12:30 -1:30 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></td>
<td>President</td>
<td>Katie Hall, AIA</td>
<td>Internal Affairs</td>
<td>KH</td>
</tr>
<tr>
<td>12:55</td>
<td>Prez-Elect</td>
<td>Frank Visconti, AIA</td>
<td>Public Education &amp; Outreach</td>
<td>FV</td>
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<tr>
<td>12:55</td>
<td>Past-Prez Secretary</td>
<td>Stan Honn, AIA</td>
<td>Local Affairs</td>
<td>SH</td>
</tr>
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<td></td>
<td>Secretary</td>
<td>Shannon Sardell</td>
<td>Communications</td>
<td>SS</td>
</tr>
<tr>
<td></td>
<td>Treasurer</td>
<td>Rex Prater</td>
<td>Member Programs &amp; Education</td>
<td>RP</td>
</tr>
<tr>
<td></td>
<td>Associate Director</td>
<td>Carolina Trabuco</td>
<td>Emerging Professionals</td>
<td>CT</td>
</tr>
<tr>
<td></td>
<td>Director</td>
<td>Kathy Austin</td>
<td>Extra-Metropolitan Affairs</td>
<td>KA</td>
</tr>
<tr>
<td></td>
<td>Director</td>
<td>Jenna Fribley, AIA</td>
<td>Community Service &amp; Professional Recognition</td>
<td>JF</td>
</tr>
<tr>
<td></td>
<td>Staff</td>
<td>Mark Donofrio, AIA</td>
<td>Networking &amp; Special Interests</td>
<td>MKD</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kathy Wendland</td>
<td>Administrative Assistant</td>
<td>KW</td>
</tr>
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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.

12:35 Call to Order (KH)

12:35 Anti-trust statement (read by CT)

12:36 Director updates:
1. Introductions to new director Katie Hall
2. Extra-Metropolitan Programs (KA):
   a. See attached notes from Kathy
3. Emerging Professionals (CT):
   a. Reverse Pinup Chapter Meeting at U of O 5:30 – 8:00 January 18, 2017
   b. Contacted DesignSpring
4. Local Affairs & Community Service (SH):
   a. COLA made a statement regarding the site of city hall moving
      i. Eugene Weekly asked for comments and updates regarding City Hall site move and asked about opinions and redesign to fit new site
      ii. Statement was issued: New site requires evaluation of design but should not disregard original design work already done to date.
5. DX/Public Education (FV):
   a. Discussed contact with SCIArch program for February Chapter Meeting
6. Professional Recognition (JF): nothing to report
7. Communications (SS):
   a. Wiggio disbanding; need to move all files over to Google Drive
8. Networking/Special Interests (MKD, KH): nothing to report
9. Internal Affairs
a. Stan passed around a table of members, current as of Jan 1, 2017.

12:40 General Business & Action
1. Call to vote on adding Rex Prater to Board as Treasurer and Member Programs & Education
   MOTION to approve 12:40 pm, SH motioned, SS seconded; APPROVED by all present
2. December 13 Minutes are on Wiggio: MOTION to approve 12:42 pm, RP motioned, CT seconded;
   a. Moved that minutes are adopted with change of date to December 13 from November 13, SH, SS seconded
   b. APPROVED by all present
3. Signators and Debit Card Holders (KH)
   a. Signators
      i. Katie Hall
      ii. Stan Honn
      iii. Frank Visconti
      iv. Kathy Wendland
      v. Rex Prater
   b. Debit Card Holders:
      i. Katie Hall
      ii. Stan Honn
      iii. Frank Visconti
      iv. Kathy Wendland
   c. MOTION to approve 12:55 pm, SH motioned, FV seconded; APPROVED by all present
4. AIA Oregon Chapter PDF for approval sent out January 17 to board (SH)
   a. Next AIA State Board meeting, January 27 12:00 – 3:00 @ Pivot Conference Room
   b. Potential adoption of the format sent out. Go read it and flesh out questions to SH
   c. If the AIAO board adopts a draft in January, will generate a communications plan to distribute to the chapter
5. AIA-SWO Board Retreat – Saturday, January 14th, 11:00 am – 4pm, PiVOT
   a. Additions from retreat; Code of Conduct: Stan; Rex thanked all for a great retreat
6. Discussion on Budget and Balance Sheet
   a. Stan asked board to think about how often we dig into the budget as a group;
   b. Every quarter and then posted for browsing between quarterly discussion has been normal.
   c. All will be on google drive
7. Discussion of Upcoming Conferences KH & FV
   a. AIA National there are candidates that will be running and KH and FV are delgates with a vote
   b. Grassroots Conference and Scholarships available
8. Designspring: CT has contacted Christina to start developing a program
9. Rescheduled Wood Products Focus group with the U of O and OSU (RP)
   a. Thursday, January 24 12:00 – 1:30 Lawrence Hall Room 206
10. UO Professional Pinup Weds Jan 18th, 2017

1:33 Adjourned
Next meeting time & place: February Board Work Session Tuesday Feb 7th, 2017 12:30 – 1:30pm; February Board Meeting, Tuesday February 21st both @ the Octagon, 12:30-1:30 pm

Minutes respectfully submitted by Shannon Sardell, Secretary AIA-SWO 2017