MINUTES FOR THE REGULAR BOARD OF DIRECTORS’ MEETING

September 19, 2017 12:30-2:00 pm
AIA-SWO Octagon, 92 E. Broadway, Eugene

Board Members 2017:

<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>President</td>
<td>Katie Hall, AIA</td>
<td>Internal Affairs</td>
<td>KH</td>
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<tr>
<td>Prez-Elect</td>
<td>Frank Visconti, AIA</td>
<td>Public Education &amp; Outreach</td>
<td>FV</td>
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<tr>
<td>Past-Prez</td>
<td>Stan Honn, AIA</td>
<td>Local Affairs &amp; Sponsorship</td>
<td>SH</td>
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<td>Secretary</td>
<td>Shannon Sardell</td>
<td>Communications</td>
<td>SS</td>
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<td>Treasurer</td>
<td>Rex Prater</td>
<td>Member Programs &amp; Education</td>
<td>RP</td>
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<td>Associate Director</td>
<td>Carolina Trabuco</td>
<td>Associate Director</td>
<td>CT</td>
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<td>Director</td>
<td>Kathy Austin</td>
<td>Extra-Metropolitan Affairs</td>
<td>KA</td>
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<td>Director</td>
<td>Mark Donofrio, AIA</td>
<td>Special Interests</td>
<td>MD</td>
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<td>Director</td>
<td>Jenna Fribley, AIA</td>
<td>Prof. Recognition &amp; Comm Svc</td>
<td>JF</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.

12:39 Call to Order (KH)

12:39 Anti-trust statement (read by RP)

12:34 – Director Updates:
1 Extra-Metropolitan Programs: (KA)(via KH)
   a. Bend Design Conference: Rented Central Oregon Association of Realtors (COOAR) classroom for a half day for $100 for October 28. It includes coffee. KA will also buy munchies for breakfast and break.
   b. Ian Schmidt and I met with Erin Marlow of Bend 2030 to discuss ideas last Friday. We will continue to coordinate with her.
   c. Ian and KA working to narrow down agenda.
   d. We will likely be offering an optional lunch and tour of the Central District Opportunity Area after our morning session with a lunch at Oregon Spirit Distillers that has a nice restaurant and tour of a furniture factory called Natural Edge who’s owner is part of the group called Makers District
   e. Bend Makers tour on Saturday with a $15 fee without credits. KH wondered about fee and what it would cover, coffee and munchies part of that fee and add $5 for CE credit.

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f. JF: Reasonable fee for credits, we have talked about

2 Emerging Professionals: (KH)
   a. Beer: 30 poorly attended at the First Tap House due to smoke at beginning of September
   b. Emerging Professional Group: AIA working with Black Spectacles which is a training program for licensure. 40% discount as a chapter for students. Discounted group rate apply to our entire AIASWO. Need 10 student minimum and a facilitator. JF-spin it to have 10 people signed up.
   c. Propose we talk about Black Spectacles at next work session. KA could use a 1 page write up to share with others who might be interested

3 Local Affairs & Sponsorship/Budget: (SH)(RP)
   a. COLA meeting next week
   b. COLA was a vehicle for making conversation of the Riverfront. Register Guard reached out to COLA for this statement. Author reached out to Andy and then Scott to get the statement.
   c. Scott Clarke wants to step down from Chair of the COLA and would like Stan Hohn to step up. SH would like to review others who might be able to step up
   d. Small Firms did meet first week in September, Eric Swinney presented from the city. Small but hearty.
   e. Sponsorship moving along on Peoples Choice.
   f. SH has not touched Design Annual, question for FV, Dan Hill has done his ghost piece. Wondering if Dan would continue on for Design Annual where buying an add.
   g. Need an add rate sheet to help with excitement
   h. RP Budget: Profit and Loss Budget: Positive money for parklet account currently.
   i. Current pulse: $6600 net income spent $5300 overall budget is in the positive and strong

4 Public Education & Outreach: (FV)
   a. People Choice awards:
      i. Committee is loose right now but working with some who are experienced and others who were available.
      ii. $3470 in entry fees, 33 entries counting Parklets.
      iii. Goal $4000 in fees and $3000 in Sponsorship: reached sponsorship goal, there are a few stragglers
      iv. Committee Meeting 9/20/17 with goal to categorize and label
      v. All set with Art Walk people and coordinate with Register Guard so there is no loss of memory
      vi. Register Guard publication: articles, Kaarin working on a feature on Housing, get on ad rates.
      vii. Quote from RG: $12500 on better paper from newsprint to upgrade, comes from advertising

5 Professional Recognition & Community Service: (JF)
   a. Meeting with Design Awards Committee and downloaded their brains
   b. May is a good time for Design Awards and Design Excellence, students still around, summer not in full swing

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Communications: (SS)
   a. Wiggio going away 11/17: will be moving all files and folders to Google Drive. Will notify board with procedures and passwords when the job is complete. Goal is to be transferred at the beginning of November.
   b. Wiggio had the thing to correspond outside email: Slack, AIA used Share File System which is a Windows group on line.
   c. Ask KW if she can call and follow up with Wiggio as to cost of maintaining until vote on single state chapter

Networking & Special Interests: (KH)
   a. Small firms covered in local affairs (SH)
   b. November is next small firms (SH)

Programs and Education; (RP)
   a. No broadcasting to Bend, reached out and no one was interested in a local presentation in Bend.
   b. Additional round table discussion about Statewide Chapter for follow up
   c. Town hall is on a Jewish Holiday…

Internal Affairs: (KH)
   a. October is Peoples Choice
   b. November is a COLA meeting: Missing Middle could all

1:41 General Business & Action
1 Parklet Task Force: Photo Status (CT)
2 AIA Young Architects Award nomination for Jenna Fribley
   Motion by KH to write letter of support from the AIA Board 1:54
   Second by

Tabled to October Work Session

1:40 New Business (KH)
1 Visit from Regional Director – Chere LeClaire
2 CEU Charging Price Increase and policy
   a. AIASWO CE unit cost is low in comparison to other chapters
   b. Increase to Chapter Meeting programs and Lunch and Learn or just Chapter Meetings?
   c. We want people to come and learn so could be counter productive
3 Thursday @ Three charging for posts
   a. Charge for non-AIASWO members to post job opening in the T@3.
   b. How long? How much?

Tabled to July Work Session

1:40 Adjourn
Next Work Session: Tuesday October 3 @ 12:30 pm @ Octagon
Next Board Meeting: Tuesday October 17 @ 12:30 pm @ Octagon

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

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