MINUTES FOR THE REGULAR BOARD OF DIRECTORS’ MEETING

October 17, 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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<tr>
<td>Treasurer</td>
<td>Rex Prater</td>
<td>Member Programs &amp; Education</td>
<td>RP</td>
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<tr>
<td>Associate</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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<tr>
<td>Director</td>
<td>Jenna Fribley, AIA</td>
<td>Prof. Recognition &amp; Comm Svc</td>
<td>JF</td>
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<tr>
<td>Guest</td>
<td>Chelsea</td>
<td>AIAS U of O</td>
<td>Cf</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.

12:41 Call to Order (SH)

12:41 Anti-trust statement (read by SH)

12:42 – Director Updates:

1. Emerging Prof (CT)
   a. Next Beer:30 on Nov 1
   b. Meeting w/ Chelsea, Andrew, Thomas re: professional connection/attendance at AIA meetings; trying to better connect Emerging Professionals w/ UO group
   c. Sent email to associate members to invite to Design Spring, increase awareness
   d. ARE/Black Spectacles – possible partnership for study material/webinar access; considering starting an ARE study group committee

2. Sponsorship/Budget (SH)
   a. PCA financially solid, still waiting for a few checks to arrive
   b. Parklets – ongoing discussion/
   c. 2017 Budget – all is on track
   d. 2018 Budget – need to set up a meeting to strategize for next year

AIA-SWO Mission: We elevate the profession of architecture through education, collaboration, and well-designed solutions that enhance the human experience.

Anti-Trust Statement: It is the practice of The American Institute of Architects Southwestern Oregon Chapter and its members to comply strictly with all laws, including federal and state antitrust laws that apply to the AIA-SWO operations and activities. Accordingly, this meeting will be conducted in full compliance with those laws.
3. Local Affairs (SH)
   a. CoLA moved meeting moved up to this week, instead of next
   b. Planning/strategizing for presentation at the Nov meeting
   c. Revised draft of design annual submission on Randy’s blog
4. Networking & Special Interests (KH/SH)
   a. Small firms exchange – next on Nov 10th
   b. Connected Livability Professionals – Katie to step in as liason
5. Extra-Metro Programs
   a. Ian Schmidt & Kathy decided it would be too challenging to pull together a program that was separate from the Bend Design Conference; so now they have reworked their program as a 90-minute AIA presentation as part of the BDC
      i. Positive feedback so far
      ii. Anticipate good turnout
   b. Perhaps in the spring could coordinate something as a follow up, tie in with a tour
   c. Gentrification of central city district a hot topic
6. Public Outreach & Education (FV)
   a. PCA – voting through the end of the month
      i. Mayor is meeting with Katie Friday to do the Mayor’s choice video
      ii. Program this Weds
   b. Design Annual
      i. Meeting tomorrow
      ii. Still need more ads
      iii. Not a lot of production yet
      iv. Need to add price sheet to SWO home page
7. Prof Rec (JLF)
   a. Propose to discuss switching the PCA’s to Spring in future years; next year Design Awards would be a good opportunity to switch
8. Communications (JLF)
   a. At future work session would be good to brainstorm about possible reformat of T@3; would be good to invite Kathy to that meeting
9. Programs & Education (RP)
   a. PCA/CCA Meeting Tomorrow!
      i. Venue lined up
      ii. Stan to emcee
      iii. Carolina to coordinate check-in table
      iv. Folks to help set up starting @ 4:45/5:00ish
   b. November meeting – CoLA @ Sam Bonds
      i. Venue confirmed (now costs $50)
Content/format:
1. Explaining what CoLA does
2. Share history/involvement with specific issue
3. Q&A

Carolina to coordinate check-in

December party – 12/13 at Sprout

Internal Affairs

a. Regional leadership summit in Seattle – Katie & Stan to attend
b. Voting for new Regional Director at Summit
c. 2018 Budget – need to set up a committee meeting to review/draft budget proposal for next year; Rex to coordinate
d. Confirming board for next year at next work session

General Business

1. Parklets – to be removed/dismantled soon, city doesn’t have another location to store under cover; ideas???

New Business

1. Chelsea from AIAS
   a. Freedom by Design – service oriented portion of AIAS
      i. Working with Community Supported Shelters, doing design charrettes for improving conestoga huts
      ii. Looking for advisors, specifically contractors to help with implementation
   b. Firm Crawls - touring PIVOT today at 5
   c. Peer mentor program – pair first year students with upper level students
   d. Shadow mentor day – 60 students selected to go to firms in Eugene, Seattle, Portland, Bend as shadows (sometime in January/February)
   e. Emerging Professionals connection – meeting with Carolina today to brainstorm ideas about programs/happy hours/etc.
   f. Reverse Crit – January; need to get a room secured (the 17th or 24th)
   g. Cookies/coffee delivery – review week right after Thanksgiving

2:00 Adjourn
Next Work Session: Tuesday November 7 @ 12:30 pm @ Octagon
Next Board Meeting: Tuesday November 21 @ 12:30 pm @ Octagon

Minutes recorded by Jenna Fribley and respectfully submitted by Shannon Sardell, Assoc AIA, Secretary
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