INASLA Retreat Minutes 11-23-2013

Attendees
David Gorden, Laura Garrett, Stacy Haviland, Drew Braley, Brett Schlachter, Daniel Liggett, Michelle Taggart, April Westcott, Brian Staresnick, Josh Perkins

Introductions

Past events
-Mock-Interviews at Ball State University with Student chapter.
-Iowa Awards Jury in South Bend Indiana

Truby Leadership Training Series
-Questions/concerns raised were:

1. It seems to be an involved and lengthy workshop that would be more appropriate for entire firms/agencies to complete together rather than INASLA setting up a workshop for individuals.

2. Who would be responsible for holding on to and delivery/postage (and return postage?) of the DVD’s to various firms around Indiana?

3. Perhaps rather than INASLA purchasing the DVD’s we would offer to promote or organize office workshops for Truby to run, or individual purchases, and we take a % of the fee.

-$1500 Logistically how do we make it work?

-Can he come do an event for us?

Action Item: Stacy is going to get with Truby to inquire on event options

CPC Event- Chapter President Council, Boston

Allied Professional Collaboration Discussion
-Design Center AIA, Community Development Corporation Share one executive director,

Action Item: Stacy to get in touch with Jason Shelley to come in and discuss the position

David Gorden to contact the Indiana Urban Forest Council

Brian is reaching out to APA, IDSA and Fred

Other Random CPC discussion items:

Webinars must have a quiz to get LA CES approval

Advocacy Day

Roundtables for Chapter Presidents to Communicate outside of meetings

We must allow non-members to participate in design awards. Can charge different fees.
Action Items: Drew Braley looking into Ace Mentoring

Stacy will ask Malcolm if he will continue to be our HALS Representative

Board of Trustees Report (BOT) - Presented by David Gorden

Manages ASLA on National Scale

Discuss of Nancy Sommerville, Executive VP, ASLA Operations Report
(see Report)

Marketing, Operations, Advocacy, reports, initiatives

SITES Initiative –LadyBird Botanical Garden, Univ. of Texas battle, Mediation in December

Stacy and Brian left meeting feeling that our Chapter is doing well, holding our own and have our act together. We have initiatives recognized by national, etc. A lot of activities we can do that other larger chapters also already do such as events, legislation, etc.

Christmas Party - Presented by Brian Staresnick

40 RSVP so far

2 drinks per person so far.

Action Items: Brian to advertise on Facebook more.

Laura to look into getting INASLA Credit card.

Fellows Committee Update

Stacy, Katie, David and current Fellows

Full Members over 10 years qualify for fellows

Action Items: Katie to talk to Adam about reviewing the short list for his opinion on categories and candidates. Katie to have information prepared to vote at next meeting.

Katie to resolve any voting issues on the election for our Member at large

Katie and Brett verify that you have josh@jaycrew.com on your mailing list.

Licensure - Presented by Stacy Haviland

Jeff Ballard, South Bend was not allowed to stamp a site drainage plan. Les Smith helping to work on this. Indiana Building Code and General Administration Rules. Renewal process is now to be sure LA seal is approved for those plans. Stacy is in touch with Hal Kovert on Architectural Board who will put on December Indiana Building Commission agenda.
**Action Items:**  
Stacy will collaborate with Hal to see if he needs additional documentation before December meeting. Stacy to ask to be in attendance. Daniel Liggett/Stacy Haviland.

Brian Staresnick/Stacy Haviland - Add accomplishments and upcoming challenges for next year to end of year newsletter.

**Great Lakes Chapter/MELA Midwest Ecological Landscape Alliance** - Stacy Haviland

Jay Gehler of Wisconsin wrote to Stacy to collaborate with our chapter in this alliance.

Brian discussed the importance in power in numbers regionally. Leveraging the message of ecosystems regionally. We could have more power legislatively. Helping rally around Michigan chapter.

**Action Items:**  
Stacy will be discussing with Jay further and report back at December meeting.  
Recruit Jonathan Geels to assist.

**Green Expo** - Presented by Josh Perkins

Opportunity to have collaboration of INLA and ASLA for classes.

Presentations to IPPLA to transfer and share knowledge.

Josh reached out to the president of INLA who was on board. Josh is on their Education Committee.

**Action Items:**  
Advertise Event to our membership  
Brett to add to Events on Webpage  
April to add to Facebook as opportunity  
Josh to get more information on involvement in event for 2015 Pricing etc.  
David Gorden and Josh Perkins to plan a meeting with INLA Executive Director after Green Expo.  
David to get name of person to get them on board for becoming a LA CES Provider

**Treasurer’s Report** - Josh S. not in attendance

Review of Josh’s Report

Laura contends that Treasurer position should be more than one year.

Drew brought up digital payment might be something to look into.

**Action Items:**  
Stacy to put on agenda to approve Treasurer’s report on next meeting.

**Strategic Plan Review** - Presented by Stacy
Katie Clark and Ron Taylor committee that prepared strategic plan. Will be finalizing plan in the upcoming months. Excom will review and identify goals to accomplish this year, once completed.

Events

National Landscape Architecture Month
Golf Outing - Catherine Puckett, hold before Annual Meeting,
ASLA Summer Social – picnic, fundraiser?
Annual Meeting- Jonathan Geels, September
Holiday Party-Brian Staresnick
Public Awareness Campaign-April Westcott
Sponsorship Event
Monumental Awards-April Westcott Drew Braley
Informal Events, private tours and gardens
Office Tours in the Spring
Student Chapter Events
Legacy Events (Eric Fulford)
WE are City Summit-Brian Staresnick

Committees

Scott Siefker will stay on –Awards event 2014
Catherine Puckett-Golf event 2014
Katie Clark - Newsletter
Try to get on the website and on a regular schedule

Constitution & ByLaws Committee

Ron Taylor

Action Item: Ask Katie if she is still on Committee

Jessica Seale

Nominating Committee

Katie Clark is required as Immediate Past President
Brian Staresnick
Dan Liggett
Fellows Committee

Ron Taylor volunteered as Chair
David Gorden

*Action item: Stacy will verify that past fellows are on committee*

*Stacy to verify that Katie is on Fellows Committee*

Audit Committee

Drew Braley
Brett Schlachter
Malcolm Cairns

*Action Item: Laura to report on who was hired to audit for us last time. Report at next meeting to committee.*

Tellers Committee

Same as nominating Committee
Katie Clark is required as Immediate Past President
Brian Staresnick
Dan Liggett

Annual Meeting Committee

Jonathan Geels
Brian Staresnick
Drew Braley
Stacy Haviland
Michelle Taggart

Advocacy Committee

Stacy Haviland Chair

*Action Items: Stacy Haviland to ask Jonathan to be Liason
   Dan Liggett will ask Kevin Osborn if he is interested in participating*

Brian Staresnick
Dan Liggett
April Westcott
Awards Committee
Scott Siefker
Stacy Haviland
David Gorden

*Action Items: Stacy to add to Call for Entries a requirement to submit descriptions of varying lengths to read for awards presentation to help out speaker from prep work.*

Past Presidents Council
Katie Clark
To Be Determined

Public Relations Committee
April Westcott
Brian Staresnick
Brett Schlachter
Michelle Taggart
David Gorden

Archives Committee
April Westcott

*Action Item: April to Ask Katie and Scott where archives are*
Brett Schlachter
Michelle Taggart
Laura Garrett

Continuing Education Committee
April Westcott
Josh Perkins
David Gorden
Jon Ruble

Communications Committee
Brett Schlachter – Newsletter and social media
Katie Clark
Jessica Seale
Michelle Taggart- Working with Brett on his work

Membership Committee
Sean Rotar

*Action Item: Stacy to get with Sean to assist in membership list attainment*

*Action Item: Add Welcome letter to new members to duties of President. Brett says to do through Star Chapter.*

*Action Item: Stacy to Assemble COW to show at Exec Meeting*

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**Action Items**

Jessica Seale, Secretary to take down Action Items at meetings to send within a few days after Meetings

Committees to put together reports and run through quicker during meetings.

Stacy to change Jessica Seale’s email address to her Williams Creek email.

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Ex Com Meeting 3rd Wednesday of Each month 4pm-6pm

Next Meeting December 18th Wednesday 4pm-6pm

@ Browning Day Mullins Dierdorf.

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If any of the notes herein do not correspond with your understanding, please respond in writing within seven days of receipt. Otherwise, notes shall stand as written.