



## Executive Committee Meeting Minutes

**Date of meeting:** February 7, 2008 at 6:00PM

**Location:** Office of RPA Landscape Architecture, Inc.

**Attendees:** Mike Duran, Carrie Cottrell, Ellis Antunez, Tammi Gaudet, Steve Weaver, Helen Stone

The line item number corresponds to the associated agenda item.

ITEM #		ACTION BY
1	<p><b>CALL TO ORDER</b></p> <p>a. A quorum was established at 6:03pm.</p> <p>b. A motion to approve the February agenda was made by Carrie and seconded by Tammi. Items 4 and 5 were added and approved for 2g.</p> <p>c. A motion to approve the January meeting minutes was made by Steve and seconded by Tammi.</p>	<p>Info</p> <p>Info</p> <p>Info</p>
2	<p><b>CONTINUING BUSINESS</b></p> <p>a. Accounting/ Record-Keeping</p> <p>1) Current balance is \$8,854.21.</p> <p>b. Student Chapter news</p> <p>1) There will be a gathering Friday, February 8, 2008 at 5:00p.m. at the UNLV school of Architecture. Professionals are welcome to attend.</p> <p>c. Trustee news</p> <p>1) Ron Blakemore will return this week to sign necessary paperwork. Mike will contact national to acquire information on electronic signatures and post mark dates for mailing packages.</p> <p>d. Northern Section news</p> <p>1) Eric Nelson was unanimously voted to be the Northern section Vice-Chair.</p> <p>2) The February meeting will be a luncheon with a speaker from the Reno urban tree program. Finding a sponsor is difficult at this time. Steve to send Carrie pertinent information regarding this meeting to update the website.</p> <p>e. Vice-President Report</p> <p>1) NLAM details</p> <ul style="list-style-type: none"> <li>▪ Elementary school presentation on the profession of landscape architecture, parameters to design a playground area or a larger park, and an "honorary landscape architect" award at the end.</li> </ul>	<p>Info</p> <p>Info</p> <p>Ellis Mike</p> <p>Info</p> <p>Steve</p> <p>Info</p>

	<ul style="list-style-type: none"> <li>▪ Middle school presentation- still waiting to hear back from Knudson middle school. If no response is heard by next week, a different middle school will be selected.</li> <li>▪ High school presentation- GVHS agreed at first then said they only allow schools to come and present. Mike will contact UNLV if necessary in order to speak at GVHS,</li> <li>▪ "30 days of LA" and the flyer contest will be promoted in the February newsletter.</li> <li>▪ Northern Section to provide Amie list of events occurring up North. Also email that information to Carrie to update the website.</li> <li>▪ Bob Morris will write about landscape architecture in his April column</li> <li>▪ Provide media coverage of Angela Dye's visit to Nevada</li> <li>▪ Tree planting in the North with an invited dignitary.</li> <li>▪ Visit a school for career days in the North.</li> <li>▪ Students involved in the student chapter have discussed visiting elementary schools in the North.</li> <li>▪ LARE review will occur at the end of April</li> <li>▪ Table other topics at our March meeting to focus on NLAM.</li> </ul> <p>2) A draft of the email policy will be available for review by February 18<sup>th</sup>.</p> <p>3) A survey monkey account will be set up when the email policy is complete</p> <p>f. Secretary/ Treasurer report</p> <p>1) Updates will be made to the website by Friday, February 15.</p> <p>g. Immediate Past President Report</p> <p>1) The LARE workshop will be April 25-27 at UNCE. Jerry Hastings will be facilitating the workshop focusing on Section E. The announcement has already been posted on the national website and 8 people are listed as interested, with 1 already paid. State chapters in the area will be notified. Jerry sent Tammi the contact information for the gentleman that teaches a Section C review for future reference.</p> <p>2) The golf tournament is set for June 6, 2008 at Revere golf club at Anthem. It will be a shotgun start beginning at 7:30a.m. with registration beginning at 6:30a.m. ValleyCrest is interested in sponsorship. Look in to Tee packages (goodie bags). Geoffrey is working on the flier.</p> <p>3) The Pink Flamingo date is set for Saturday, December 6, 2008 at the Springs Preserve. Food will be by Wolfgang Puck. Estimated cost of the event is \$10,000-\$11,000.</p>	<p>Amie</p> <p>Amie Mike</p> <p>Info</p> <p>Steve/ Ellis</p> <p>Info</p> <p>Mike Info</p> <p>Info</p> <p>Info Info</p> <p>Amie</p> <p>Amie</p> <p>Carrie</p> <p>Info</p> <p>Tammi</p> <p>Info</p> <p>Info</p>
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	<p>4) The lunch speaker for July will be Friends of the Las Vegas Wilderness. Their goal is to educate people to visit the wilderness without leaving a carbon footprint. November's speaker will be from the Department of Wildlife on nuisance predators and how we can work together to reduce them.</p> <p>5) The garden tour will take place in spring of 2009. Tammi is in contact with a woman who has vast knowledge on putting together garden tours.</p>	<p>Info</p> <p>Tammi</p>
<p>3</p>	<p><b>NEW BUSINESS</b></p> <p>a. Open space and trails request for service- residents from southwest Las Vegas are requesting pro-bono design services for multiple parcels of land that have been approved to be used as a trail system. A landscape architect's services are being requested to establish the framework for the trails so the citizens can take the information to City Council. Council already supports this project, but is requesting a more developed proposal before trying to allocate funds. This information should be included in the newsletter and announced at our monthly meetings.</p> <p>b. The letter and trophy voted on in last months meeting for Daneen Powell Atelier, Inc. has not yet been sent out. Mike acquired additional information that he wanted to present to the executive committee. The executive committee again voted to approve a letter of apology, stating we were fact finding, and the trophy and letter will be still be sent out immediately by Mike. The motion was made by Carrie and seconded by Steve. The motion passed. Mike will talk to Stan Southwick Friday, February 8<sup>th</sup> to get more information as follow up to the letter.</p> <p>c. Newsletter suggestions were as follows:</p> <ul style="list-style-type: none"> <li>▪ Use a color palette complementary to the website.</li> <li>▪ Move the full page ads further into the newsletter so it's not the first item viewed.</li> <li>▪ The speaker information page should be enlarged to a full page not just the back cover. Mike stated this was a viable option.</li> <li>▪ The new colorized version needs to be presented like a storyboard layout on or before the next executive committee meeting.</li> <li>▪ Mike will be working directly with Helen on the first few newsletters.</li> </ul> <p>d. Sponsorship and Future funding</p> <ul style="list-style-type: none"> <li>▪ The executive committee needs to consider the possibility of</li> </ul>	<p>Info</p> <p>Helen/ Mike</p> <p>Info</p> <p>Mike Mike</p> <p>Mike Mike</p> <p>Mike</p> <p>Mike/ Helen</p> <p>Exec.</p>



	<p>doubling up sponsors at the lunches to offset financial strain. It may be possible with a couple of lead sponsors who have subsidiary companies they promote.</p> <ul style="list-style-type: none"> <li>▪ The wine tasting event will occur this fall, however there is not a chairperson for this event yet; we need to put out the word that we need one and indicate our program of wine, hor's d'ouevres and art auction. As we mentioned last month, 3 individuals might be interested in donating artwork: Ed Hoag, Richard McCreedy, and Erin Weisweg from JWZ.</li> <li>▪ The garden tour was discussed previously in this meeting report, item 2.g.(5).</li> </ul>	<p>Comm</p> <p>Info</p>
<p>4</p>	<p><b>NEXT MEETING AND ADJOURNMENT</b>          Next meeting will be March 6, 2008 at 6:00 pm at RPA Landscape Architecture.          c. A motion to adjourn was made by Tammi and seconded by Steve at 7:35 PM.</p>	<p>Info</p> <p>Info</p> <p>Info</p>