



Executive Committee Meeting Minutes

Date of meeting: May 01, 2008 at 6:00PM

Location: Office of RPA Landscape Architecture, Inc.

Attendees: Mike Duran, Amie Wojtech, Ellis Antunez, Tammi Gaudet, Steve Weaver, Carrie Cottrell

The line item number corresponds to the associated agenda item.

ITEM #		ACTION BY
1	CALL TO ORDER a. A quorum was established at 6:00pm. b. A motion to approve the May agenda was made by Tammi and seconded by Amie. c. A motion to approve the April meeting minutes was tabled until the June meeting.	Info Info Info
2	CONTINUING BUSINESS a. Accounting/ Record-Keeping 1) Helen to send an update of the current account balance to the executive committee.	Helen
3	NEW BUSINESS a. Vice President Report 1) Blueprint for Nevada is a document the Nevada AIA is putting together to guide state and local decision makers in defining solutions for the growing towns in Nevada. Amie has requested literature for focus groups but has not received the information yet. The next meeting will be May 10 th . 2) Amie will begin working on survey monkey to have available for those who participate in the golf tourney. b. UNLV Student Chapter News 1) Lee-Anne Milburn will be the new chair for the department, replacing Mark. 2) Accreditation- the accreditation report will be available in the next few weeks. The department received high marks for the support received from the professional community and ASLA. c. Trustee News 1) Ellis forwarded Tammi's contact information to the NLA. NASLA should set parameters to work with NLA. Mike will contact Jonathon Spears to discuss the ability to place leins on homes. 2) The Architectural board will request changes in laws during the next legislation. 3) For NLAM approximately 60 children participated in tree and shrub plantings up North. d. Northern Section News 1) The May meeting sponsor will be Design Outdoors. The meeting will be held May 15, with a barbeque at Nevada Outdoors. The June sponsor will be Quickcrete and the meeting will be held June 19. Steve would like to have a program about the State Parks and how the Question 1 Conservation Bond money was used. The Northern Section will not have a meeting in August. e. Secretary/ Treasurer Report	Info Amie Info Info Mike Info Info Info



<p>1) Mike will email Carrie the April newsletter to send to the webmaster. Carrie will coordinate with Helen to get the newsletter sent to the webmaster.</p>	<p>Mike Carrie/ Helen</p>
<p>2) Desert Green will be held October 23 and 24, 2008 at Sam's Town. Most of the speakers for the design tract have been set up but Carrie needs someone who can speak on recycled paving. Carrie will contact Caryl Davies per Tammi's suggestion, but if anyone else has any ideas, please let Carrie know.</p>	<p>Carrie All</p>
<p>f. Immediate Past President Report</p>	
<p>1) Golf Tournament- participants need to sign up with in two weeks. Some donations and tee sponsors have been received. Three teams (PBS&J, Valley Crest, and WLB) have signed up. The executive committee needs to be sure to get the word out for people to sign up.</p>	<p>All</p>
<p>2) LARE workshop- The LARE workshop was a success earning NASLA almost \$2,000. Jerry Hastings is interested in providing another workshop before the December 2008 Section E test.</p>	<p>Info</p>
<p>3) Every executive committee member should send Tammi a speaker idea by next Friday. Amie will send Tammi the contact information for Lance. Tammi to send Carrie an updated speaker/ sponsor list so she can update the website.</p>	<p>All Amie Tammi</p>
<p>g. President Report</p>	
<p>1) SNWA composting meeting- The follow up meeting was not as successful as hoped because key people were not in attendance. Patrick Watson is leading this effort. One immediate goal is to create a boiler plate specification for composting.</p>	<p>Info</p>
<p>2) Mid Year meeting and CPC- Amie and Mike will be attending and Amie will be the proxy for BOT.</p>	<p>Info</p>
<p>3) Election Committee- Tammi must be the chair for the committee and Carrie will also be on the committee. Carrie to work with Helen on the call for candidates (putting list together and organizing). Nomination lists should be announced and sent around during the May meeting. The list should include each position and whether the position is available or how much longer the position is being held and by whom. In July the names should be posted, ballots sent out in August, and the election results should be sent to National in September.</p>	<p>Carrie/ Helen</p>
<p>4) July meeting- There will be no executive committee July meeting.</p>	<p>Info</p>
<p>h. Fall Fundraiser</p>	
<p>1) A wine tasting event will be held for the fall fundraiser. Amie and Carrie will co-chair the event. The following have expressed interest in donating artwork for the event: Richard McCreedy, Erin R., Bob Fielden (Tammi contact), and Ed Hoag (Mike to contact Cody and Travis to contact Ed).</p>	<p>Info Tammi Mike</p>
<p>2) The tentative date is October 24, 2008 following Desert Green. The sponsors in town for Desert Green have the opportunity to also attend the wine tasting event.</p>	
<p>i. Other</p>	
<p>1) Meeting notes should be 10 pt. font.</p>	<p>Info</p>
<p>2) The agenda should include a line item to review the previous months meeting minutes.</p>	<p>Mike</p>
<p>3) Draft meeting notes will now be sent to the entire executive committee, not just the president for review and comment prior to final approved minutes being sent out. The executive committee will have approximately 3 days to provide comments.</p>	<p>Info/ Carrie</p>



	4) The meeting agenda should be sent out by the president to the executive committee a minimum of two weeks prior to the meeting date.	Info/ Mike
4	<p>NEXT MEETING AND ADJOURNMENT</p> <p>Next meeting will be June 5, 2008 at 6:00 pm at the office of RPA Landscape Architecture.</p> <p>A motion to adjourn was made by Tammi and seconded by Carrie at 7:24 PM.</p>	<p>Info</p> <p>Info</p>