



Executive Committee Meeting Minutes

Date of meeting: August 7, 2008 at 6:00PM

Location: Office of RPA Landscape Architecture, Inc.

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

The line item number corresponds to the associated agenda item.

ITEM #		ACTION BY
1	<p>CALL TO ORDER</p> <p>a. A quorum was established at 6:00pm.</p> <p>b. A motion to approve the August agenda was made by Carrie and seconded by Tammi, with the following changes: f.(1) to be changed to LARE and f.(2) to be changed to Pink Flamingo banquet.</p> <p>c. A motion to approve the June meeting minutes was made by Tammi and seconded by Steve.</p> <p>d. The following items still need to be addressed from the June meeting minutes:</p> <ul style="list-style-type: none"> • Amie to contact Anna Peltier for Blueprint for Nevada meeting minutes. <ul style="list-style-type: none"> ○ Amie provided the following additional information: Anna did not have any notes from the meeting she attended in May but at that time they handed out the "Blueprint for Nevada" book. The book is broken up into particular target elements. Everybody divided into the group of interest to them. The purpose of the June meeting was to go over steps for each group to move forward and be able to have material to use for lobbying. • Mike to Contact Ed Hoag to request artwork for the NASLA fundraiser. • Carrie to work with Troy on the website legislation page. 	<p>Info</p> <p>Info</p> <p>Info</p> <p>Amie</p> <p>Mike Carrie</p>
2	<p>CONTINUING BUSINESS</p> <p>a. Accounting/ Record-Keeping</p> <p>1) Current balance is unknown. Helen to provide Carrie with the accounting balance.</p>	<p>Helen</p>
3	<p>NEW BUSINESS</p> <p>a. Vice President Report</p> <p>1) Fall fundraiser update- Finding a venue to host the event is difficult. The fundraiser committee will be meeting in the next two weeks. The date of the fundraiser is October 24th, following Desert Green.</p> <p>b. UNLV Student Chapter News</p> <p>1) The UNLV landscape architecture program received a two-year provisional from the accreditation committee. This is that last two-year provisional the program is eligible for before the accredited status will be taken away.</p> <p>2) The student chapter is requesting sponsors to send 2-3 students to the annual conference. The executive committee believes national ASLA will send two students from the chapter. Samantha will look in to that further.</p> <p>3) Volunteers are needed for LABASH. Samantha sent the executive committee an informational document with committees and how to sign up. The executive committee agreed it can be sent out to all membership. Helen will send it out.</p> <p>4) The LABASH chairs will be meeting with representatives of Aria hotel at</p>	<p>Info</p> <p>Info</p> <p>Samantha</p> <p>Helen Info</p>



<p>City Center as a venue for the event.</p> <p>5) September 3rd the student chapter will be represented at the involvement fair at the student center at UNLV. They are requesting the work of the professional community to display.</p>	<p>Info/All</p>
<p>c. Trustee News</p> <p>1) A conversation was prompted by the Nevada State Board to begin doing some educational workshops that could eventually become a small state conference. Currently, this is just a discussion. Ellis will be the spokesperson for NASLA.</p>	<p>Ellis</p>
<p>d. Northern Section News</p> <p>1) The July luncheon sponsor cancelled and therefore the luncheon was cancelled. There was not going to be an August meeting but now there is one being held on Friday August 22 in Carson City. Steve Weaver will be the sponsor and speaker. He will be speaking on CIP state park projects funded through bond money.</p>	<p>Info</p>
<p>2) The northern section will have their elections in August. Their slate is as follows: Marc Chappelle for Chairman Eric Nelson for Vice-Chairman Sandra Wendel for Secretary Steve Weaver for Treasurer</p>	<p>Info</p>
<p>e. Secretary/ Treasurer Report</p> <p>1) Desert Green- Carrie will send out the final flier for Desert Green and also the information on the Tomiyasu award. The Desert Green Foundation is requesting names of potential nominees for the Tomiyasu award. The following names were discussed at the executive committee meeting: Norm Schilling, Angela O'Callaghan, and Don Davis. Any other nominees should be emailed to Carrie by Thursday, August 14th.</p>	<p>Carrie</p> <p>All</p>
<p>2) Dues increase- If our chapter chooses to increase dues, the form is due to national by August 29th. Our chapter has not had a dues increase in at least 5 years. The NASLA chapter dues are low compared to other chapters our size. Ellis stated the dues should not increase more than 10% (\$5.00). Tammi made a motion to increase Nevada chapter dues from \$50 to \$55 per year. Amie seconded the motion. All attendees were in favor of the increase, no opposed.</p>	<p>Carrie/ Info</p>
<p>3) UAE Landscape Architect opportunities- The executive committee recommended Carrie suggest to Eric to include an advertisement in our newsletter or post the job online for a fee.</p>	<p>Carrie/ Helen</p>
<p>4) 2008 ballots- Carrie will not be available to audit the ballots after they are received. Mike will sit in for Carrie for this election committee duty. Mike and Tammi (and Helen if desired) will have a meeting the week of August 25th to finalize the ballots. The 2008 slate must be provided to national by September 3rd.</p>	<p>Mike/ Tammi/ Helen</p>
<p>f. Immediate Past President Report</p> <p>1) LARE Section E review- The Section E grading class will be held the weekend of October 17. The weekend before and after, Freeman and Jewell will be holding similar review sessions in California. There are currently 4 people signed up. The event is being publicized through three links on nationals website. Tammi is still trying to get a hold of Joshua Roland who teaches review sessions for Section C.</p>	<p>Tammi</p>
<p>2) Pink Flamingo banquet- Tammi confirmed on Monday that the 50% deposit</p>	



	<p>check cleared. Tammi is looking for committee members. Tammi suggested having a keynote speaker, and because Angela Dye was invited to the event when she was here in April, it was discussed to ask her. If Angela attends, NASLA would need to cover her (and her husband's) expenses. The executive committee should send other keynote speaker options to Tammi by Thursday August 22nd. Tammi will send out a proposed schedule for the awards so they go more smoothly than last year. She and Mike will also review the "lessons learned" from last year.</p> <p>g. President Report</p> <p>1) Ballot glitch- a glitch with the PDF ballots occurred where some of the ballot formats were not readable. A meeting with the election committee followed after the monthly executive committee meeting. The decisions made in the meeting are as follows:</p> <ul style="list-style-type: none"> • An article will be put in the newsletter explaining what happened and how the election committee is correcting it. • Helen will provide a list to Mike of ballots that were not readable. • Mike will contact members whose email addresses are not current to make sure they receive a ballot to vote. • Mike will send test ballots to the election committee to make sure the glitch is fixed. • When the corrected ballots are sent to the effected members, three options will be provided on how to return the ballot 1) return the ballots the same way they did before, minus the glitch 2) provide detailed instruction on how to print the filled in ballot as a pdf, save it, and send it back to Helen or 3) print the filled in ballot and fax it to the NASLA office. • The ballots will be audited after the voting closing date of August 22nd. <p>2) Membership marketing- Mike would like the executive committee to think about ways to market our members. A future discussion will be held regarding this topic.</p> <p>h. Other</p> <p>1) Sponsorship- The executive committee needs to keep looking for sponsorship opportunities when we meet with vendors.</p>	<p>All Tammi</p> <p>Mike</p> <p>Helen Mike</p> <p>Mike</p> <p>Mike/ Tammi/ Helen Info</p> <p>All</p>
4	<p>NEXT MEETING AND ADJOURNMENT</p> <p>a. Next meeting will be September 4, 2008 at 6:00 pm at the office of RPA Landscape Architecture.</p> <p>b. A motion to adjourn was made by Amie and seconded by Tammi at 7:00 PM.</p>	<p>Info</p> <p>Info</p>