



Executive Committee Meeting Minutes

Date of meeting: December 6, 2007 at 6:00PM

Location: Office of RPA Landscape Architecture, Inc.

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

The line item number corresponds to the associated agenda item.

ITEM #		ACTION BY
1	a. A quorum was established at 6:05pm. b. A motion to approve the December agenda was made by Tammi and seconded by Amie. c. A motion to approve the November meeting minutes was made by Tammi and seconded by Carrie.	Info Info Info
2	a. 1) Current balance is \$4,400.00. 2) Two (2) sponsors have paid. A new sponsor, SCI Lighting, is expected. 3) Mike shall send Helen a list of potential sponsors he has contacted and where their sponsorship stands. b. No student chapter comments at this time. c. 1) The Fellows have nominated Ron Blakemore for Fellowship 2) An option for Landscape Architecture Month in April is to educate middle school children on green roofs. d. 1) The next Northern Section meeting will be January 17 th at Famous Murpheys in Reno. Steve to send Carrie and Helen detailed information about the meeting for the newsletter and website. e. 1) Speakers are set through April. Bob Morris will be speaking in January. 2) The Pink Flamingo was successful. The comedian was the only questionable part of the evening.	Info Info Mike Info Info Steve Info Info
3	a. 1) Helen shall send out an email reminder a few days prior to December 14 th as a reminder to members to complete the Pink Flamingo survey. 2) Look into Survey Monkey for future surveys. 3) Amie shall set up an excel spreadsheet of the data from the Pink Flamingo surveys once they are all received. b. 1) A motion to approve the creation of the Past Presidents Advisory Committee was made by Tammi, based on the committee description Geoffrey Schaffler put together. Amie	Helen Info Amie Info

Mike Duran 12/18/07 4:21 PM
Deleted: fellows

Mike Duran 12/18/07 4:21 PM
Deleted: selected

Mike Duran 12/18/07 4:21 PM
Deleted: to nominate as a fellow

Mike Duran 12/18/07 4:22 PM
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Mike Duran 12/18/07 4:22 PM
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	<p>seconded the motion. <i>Meeting minutes of the two (2) meetings each year be made available to the Executive Committee.</i></p> <p>c. Carrie shall talk to the concerned LARE test takers regarding writing a <i>grievance</i> letter to the State Board regarding <i>the most recent testing conditions</i>. The <i>Executive Committee</i> did not think an anonymous letter would have much impact. If a letter is written, Ellis will make sure it is addressed <i>by the State Board</i>.</p> <p>d. Amie requested that communication be very clear between the <i>Executive Committee</i>. Mike requested timely responses to documents that are sent out for review.</p> <p>e. Mike requested the creation of an email policy. Amie will draft a policy.</p> <p>f. Mike met with Erin and Anna regarding the mentor committee. Mike to resend Carrie the notes from that meeting. Erin plans to work on the university level, while Anna would like to start an ACE program in Las Vegas focusing on the high school level.</p> <p>g. Fundraising <i>suggestions</i> are: charge for award submittals, charge non-members who attend the monthly luncheon, have an evening meeting at UNLV where Nevada Sales can do a lighting presentation (Mike to follow up with Nevada Sales Agency), have a wine tasting at UNLV</p> <p>h. The newsletter will be in digital format beginning in <i>January with the digital version being used exclusively beginning in April</i>. Members who wish to continue receiving the newsletter through the mail will need to email Helen by mid March. An announcement will be posted in the newsletter and also on the website. Carrie to write up a draft announcement for January's <i>Executive Committee</i> meeting.</p> <p>i. The New Mexico chapter needs to be reimbursed for the cost of sending the awards back to us.</p>	<p>Carrie</p> <p>Info</p> <p>Amie</p> <p>Mike</p> <p>Mike</p> <p>Carrie</p> <p>Mike</p>	<p>Mike Duran 12/18/07 4:23 PM Deleted: Meeting</p> <p>Mike Duran 12/18/07 4:23 PM Deleted: are required to be taken by the committee chair at</p> <p>Mike Duran 12/18/07 4:26 PM Deleted: areas of the testing process that lack professionalism and areas where the test requirements have not been met</p> <p>Mike Duran 12/18/07 4:26 PM Deleted: executive</p> <p>Mike Duran 12/18/07 4:26 PM Deleted: committee</p> <p>Mike Duran 12/18/07 4:27 PM Deleted: to</p> <p>Mike Duran 12/18/07 4:27 PM Deleted: state</p> <p>Mike Duran 12/18/07 4:27 PM Deleted: board</p> <p>Mike Duran 12/18/07 4:27 PM Deleted: ex</p> <p>Mike Duran 12/18/07 4:27 PM Deleted: .</p> <p>Mike Duran 12/18/07 4:28 PM Deleted: options</p> <p>Mike Duran 12/18/07 4:28 PM Deleted: April</p>
4	<p>a. Next meeting will be January 11, 2008 at 9:00 am, <i>at Mustang Sally's</i>.</p> <p>c. A motion to adjourn was made by Tammi and seconded by Amie at 7:44PM.</p>	<p>Info</p> <p>Info</p> <p>Info</p>	<p>Mike Duran 12/18/07 4:29 PM Deleted: ex</p> <p>Mike Duran 12/18/07 4:29 PM Deleted: comm</p> <p>Mike Duran 12/18/07 4:29 PM Deleted: .</p> <p>Mike Duran 12/18/07 4:29 PM Deleted: ,</p> <p>Mike Duran 12/18/07 4:29 PM Deleted: location TBD</p>