

## Executive Committee Meeting Minutes

---

**Date of meeting: December 11, 2008 at 6:00PM**

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

**Attendees:** Mike Duran, Ellis Antunez, Tammi Gaudet, Tracy Arnold, Amie Wojtech, LeeAnne Milburn

### **CALL TO ORDER**

---

- A. Quorum established at 6:10 PM
  - B. Approval of December 11, 2008 Agenda: Motion Ellis, Second Tammi
  - C. Review Action Items from previous meeting:
  - D. Approval of November 6, 2008 Meeting Minutes: Motion Tammi, Second Amie.
- 2. NEW BUSINESS**
- A. Student Chapter News: (LeeAnne Milburn) –
    - 1. National Landscape Architecture Month – committee requests student involvement
  - B. Trustee News: (Ellis)
    - 1. Conference call with Licensure committee on Monday, December 15, 2008.
  - C. Northern Section News: (Ellis for Marc)
    - 1. Advocacy day is a go. People have been assigned to contact their council.
    - 2. Northern Section sent \$100 to Vermont with the agreement that any leftover funds will go to Kentucky.
    - 3. The Northern Section will not have a December meeting.
    - 4. January meeting sponsor
    - 5. NLAM theme is the same as last year.
  - D. Secretary / Treasurer Report: (Tracy) Nothing at this time.
  - E. Immediate Past President Report: (Tammi)
    - 1. Pink Flamingo Update:
      - a. The attendance was 75 people total.
    - 2. 2009 Golf Tournament
      - a. Committee formed – Henry Sudweeks of Miracle and Justin Lindblad of Southwick Landscape Architecture
      - b. Silverstone Golf Club has been chosen as the golf course.
      - c. Ideas for new sponsorship form – Tammi will have a new and improved golf form ready for the retreat
      - d. Justin Lindblad will be asked to attend to elaborate on the course benefits and sponsorship opps.
    - 3. Lunch Speakers:
      - a. LeeAnne will be speaking at the January 21st luncheon.
      - b. Suggestions for speakers from the committee are appreciated.
      - c. Tammi has a list of potential speakers outlined for the year but nothing set beyond January.

F. President Elect Report: (Amie)

1. Alternate Lunch Schedule
  - a. Amie suggests every other month as a possibility to cut costs.
  - b. Mike suggested modifying the menu to reduce costs rather than cutting to every other month.
  - c. Ellis suggested "brown bagging" every other month and having the meal catered every other month.
2. National Landscape Architecture Month
  - a. Information will be given to students at Truckee-Meadows and UNLV on the poster / banner competition
  - b. Committee will be put together
  - c. Suggested outside meeting for April during LAM.

G. President Report: (Mike)

1. Awards Update: Mike will be taking care of sending left over trophies to their recipients.
2. Draft Model By –Laws and Draft Model Constitution:
3. Sponsorship letter draft –
  - a. Tammi requests additional detail similar to last year's letter.
  - b. Add National Landscape Architecture Month to the sponsor lists.

I. Action Items for next meeting:

1. Lee-Anne to send information to Tammi regarding AIA speaker – Dave Clapsaddle
2. Calendar updates – Mike and Tracy
3. Mike to send Tracy Troy's contact information
4. Add Justin Lindblad to retreat agenda – Mike.
5. Contact Justin L. with date/time info for retreat – Tammi.
6. Send hotel information to Ellis and Marc – Mike.
7. Tammi to send any notes she has regarding by-laws.
8. Mike to resend bylaws for review to all.
9. Email information regarding contributions to campaigns in Vermont – Marc, Amie to forward
10. Send information regarding northern events to Tracy and Mike – Marc
11. Brainstorm ideas for making Landscape Architecture more visible – ALL (except Tammi)
12. Send sponsorship information to Executive Committee – Mike
13. Add treasurer issue on January agenda – Mike
14. Add LA CES to January agenda
15. Send Mike preliminary agenda – Tammi
16. Get summary regarding advocacy from Erin Reisweg – Amie
17. Proof read website and correct errors – Mike on going

2. Next Meeting and Adjournment

- a. Next meeting will be the retreat at Mustang Sally's, January 9, 2009 at 9:00 AM.
- b. A motion to adjourn was made by Ellis and seconded by Tammi. Meeting adjourned at 7:50 PM.