



AIA Eastern New York

A Chapter of The American Institute of Architects

Board of Directors Meeting Minutes

2011 AIA Eastern New York
Executive Committee

President:
James P. Condon, AIA

President - Elect:
Daniel J. Wilson, AIA

Vice-President Programs:
VACANT

Treasurer:
Gabriel V. Hodge, AIA

Secretary:
Anna P. Campas, AIA

Past President:
Jeffrey R. Mural, AIA

Board of Directors:
Bart Trudeau, AIA
Edmund L. Luzine, AIA
Clark J. Shaughnessy, AIA

AIA/NYS Director:
Jeffrey R. Mural, AIA

AIA/NYS Alternate Director:
Edmund L. Luzine, AIA

Executive Assistant
Jillian R. Merriam

Date: January 26, 2011
Time: 5:30 PM
Location: AIA ENY, 265 River Street, Suite 201, Troy, NY 12180

ATTENDEES

James Condon, President (James)
Daniel Wilson, President Elect (Dan)
Gabriel Hodge, Treasurer (as per Consent Agenda- see below) (Gabe)
Anna Campas, Secretary (Anna)
Jeffrey Mural, Past President (Jeff)
Clark Shaughnessy, Director (Clark)
Edward Anker IV, Construction Committee Chair (Ed)
David Pacheco, 2010 Past President (Dave)
Tyler Hopf, AIAS-RPI (Tyler)
Jillian Merriam, Exec. Asst. (Jillian)

Establishment of Quorum:

- Quorum established at 5:42PM.

Member Open Comment Period:

- No members present to comment.

Consent Agenda:

- Minutes of the November 17 meeting were approved.
- No objections to the membership status were voiced.
- As per James' request, a round of introductions of all attendees was made.
- Jeff addressed the issue of the election of treasurer which occurred at November 2010. The treasurer elected last fall is not a full member and Jeff noted that, although associate members may be Board members, they cannot be officers. He further added that the Board of Directors has the authority to fill the position, and he moved to appoint Gabe Hodge as treasurer. Anna seconded the motion and it passed unanimously.
- In the absence of a VP of Programs, Jeff moved that we establish a Programs sub-committee to be chaired by Dan as President-Elect. Each member of the Executive Committee would sit on the committee except the President. Anna seconded the motion. In discussion, Jeff noted that the current budget still relies on program revenue and approximately \$6500 revenue has been budgeted, according to Dan. The motion passed unanimously. Dan will send out an email setting up a meeting for participating committee members.
- The consent agenda was approved.

Discussion Agenda:

- Executive Assistant Report – Jillian provided the new inserts for 2011 for returning officers and new Board members were given their manual.

- President's Report – James would like to encourage more interaction between the chapter and local schools such as RPI, HVCC etc. The announcement policy which he presented at the last meeting is still in development. The policy will define guidelines for access to our member email distribution list for events held by allied members vs. broader groups.
- Committees Reports
 - AIAS-RPI chapter – Tyler reported that spring events include portfolio review for RPI architecture students by AIA members to occur in early April, and a Beaux Arts Ball celebration at the end of the school year. The chapter would appreciate any feedback from AIA members on a venue for the gala and AIA members may even wish to attend. Other chapter news: Some students will be attending the national AIAS conference to Buffalo; the group continues to sell t-shirts; mentoring of freshmen by upperclass students continues.
 - Construction – Ed reported that the flyers have been sent out and 8 firms have signed up, with an ideal number being set at 12. The fundraising efforts have been very strong and there are major sponsorships (Price Chopper, EYP, CSArch, etc) with Price Chopper donating over \$70,000. Each team will be assigned a Price Chopper store manager who will place the order for cans and transport them to the event site. Price Chopper would also like the winners to reconstruct their entries in some of their stores. The three-day event will take place in mid-April on the 4th floor Terrace Gallery of the State Museum on Madison Avenue. Price Chopper will underwrite the gala event on the last day when the winning teams are announced. Judges will be local celebrities.
 - COTE – Anna reported that COTE currently has 5 members and would like to increase membership through the chapter email list and through connection with RPI and HVCC students and faculty as well as the upstate chapter of USGBC. Some ideas for activities include tours of local LEED buildings and the solar technology program at HVCC, innovative green technology firms like Ecovative, education seminars by our allied members, and LEED accreditation training.
 - 2012 Convention – Dave reported that the venue will be the Saratoga City Center on September 27-29 with the host party most likely to be held at the Auto Museum. There will be no specific theme for the convention. The 2011 Convention will be a Tri-State Convention to be held in Atlantic City, NJ.
 - Design Awards – Dan noted that the entry rules need to be better clarified because some projects were entered under an inappropriate category. Additionally several issues concerning the awards event were discussed: (1) the inappropriate marking of one firm's Board (by ENYAIA) to remove identifying features and (2) the inappropriate and unprofessional choice of words in the judges' comments on the winning designs. It was the Board's position that the tone of the jury's negative comments did not fit in with the purpose of the event.
Jeff moved that we instruct the awards committee chair to edit the jury's comments for appropriateness and professionalism. Dan seconded the

motion. Motion carried unanimously. Dan will prepare an outline of suggested improvements to the awards process and will present the outline at the next Board meeting before he follows up with the awards committee chair. Dave offered to assist the awards chair in implementing the guidelines.

A suggestion was made to include the Board's opinion of the jury comments in the next Architext and to send a personal email to each of the winning firms.

- HRC – Speaking for chair Matt Scheidt, Dan noted that the group hopes to include local groups such as Society of Architectural Historians, the Rensselaer Historical Society and Historic Albany Foundation in its programs.
- Programs – Anna stated that the chapter made \$48 from December's Energy Code program. A problem occurred with 11 more people showing up than the 9 people on the acteva list. The money for the participants was received; however, no meals had been pre-ordered for those not listed so last-minute dinner orders had to be placed. Fortunately, Hudson Harbor was able to accommodate.
No future programs have been set up as of January with either NFSA or Crawford as had been previously discussed. These are good candidates for programs as we schedule 2011.
James mentioned that the 2011 Boat Cruise will be handled by Dan and the main task is to get a good speaker.
- Treasurer's Report
 - Dan stated that the chapter ended 2010 in the red by \$2294.61, and there is no report for January. In order to enhance cash flow, Jeff moved that money from the checking account (\$25,591.48) be transferred to the savings account (\$32,777.83) Anna seconded. Clark inquired as to when the last time had been that the books were audited and no one present could recall. Clark noted that when he had been an officer an accountant had audited the books and informed them that any excess revenue could legally be taxed. Clark then proposed an amendment to the motion that an endowment fund be set up for member programs. Jeff seconded the amendment.
After further discussion, Jeff withdrew his original motion and offered a second motion: the treasurer will solicit a proposal from an accountant to audit the books and make recommendations regarding adjustments to the structure of the accounts. The vote on the amendment to the original motion passed unanimously. The vote on the second motion passed unanimously.
- Newsletter
 - The next issue will feature the design awards and any committee news or information.
- Past-President's Report

- Insurance policy – Jeff stated that he has done no further research. He also noted that after a re- assessment of the proposed policy (which would offer protection against any actions against the Board), he finds that it is not as comprehensive as had originally thought. He will summarize the difference in scope between our current policy and the proposed one at a future Board meeting.
- AIA NYS
 - Dave reported that in addition to a drop in membership in 2010, National AIA projects a 10% drop in membership for 2011. The State organization also lost members in 2010 but the eastern NY chapter increased its membership.
 - Jeff added that responses will still be received for the survey on services National can provide to local chapters. Jeff also mentioned that the State has adopted a legislative program lobby day and he will represent us on the governmental advocacy committee.
- AIA National
 - Dan will be attending the Grassroots conference on February 2-4 in Washington DC
 - James will be attending the National Convention, to be held in New Orleans on May 12-14

Business Agenda: None

James presented Jeff with a plaque in recognition of his one year of service as the president of the AIA ENY chapter.

Adjournment:

- Adjournment at 7:50 pm.