



AIA Eastern New York

A Chapter of The American Institute of Architects

Executive Committee 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: March 30, 2011
Time: 5:30 PM
Location: AIA ENY, 265 River Street, Suite 201, Troy, NY 12180

ATTENDEES

James Condon, President (James)
Jeff Mural, Past President
Gabriel Hodge, Treasurer (Gabe)
Anna Campas, Secretary (Anna)
Ed Luzine, Director (Ed)
Tyler Hopf, AIAS-RPI (Tyler)
Pasquale Marchese, member Program Committee (Pasquale)
Jillian Merriam, Exec. Asst. (Jillian)

Establishment of Quorum:

- Quorum established at 5:48 PM. As Anna had not yet arrived, James appointed Jeff as secretary pro tem. Anna arrived at 5:50 pm.

Member Open Comment Period:

- No members present to comment.

Consent Agenda:

- Minutes of the February meeting were approved.

The officers went into Executive Session from 5:55pm to 6:00 PM.

Discussion Agenda:

- President's Report (James) – James requested that officers review the announcement policy and give feedback that can be discussed at the next meeting. Jeff suggested that the policy set a price for email announcements for for-profit non-members and that the policy for member and allied member email announcements be similar to the policy for not for profit organizations. It was also suggested that the policy be on the website.
- AIA Membership Status (Jillian) –
 - We have 5 more members than last year at this time. 352 members in 2010 and 357 members in 2011. Currently 354 members. Members have until March 31 to pay dues until their status is considered lapsed. At 36 By the end of February, 86.2% of all members had renewed and 76.3% of associates. 36 members have not renewed yet: 30 architects and 6 associates. The dues installment plan is available to all including lapsed (but not reinstated) members.
 - New allied member Michelle Roberts of Owens Corning – Jeff moved that we accept the application, seconded by Gabe, passed unanimously.
- Committees Reports

- AIAS-RPI chapter (Tyler) - Review of upcoming events:
 - Meet and Greet – April 5
 - Portfolio Review - April 11, there are at least 6 volunteers
 - Job Fair – April 19
- Four students attended the Buffalo regional AIAS conference on March 24 weekend
- Students will be volunteering for Canstruction
- Programs (Pasquale) – March 24 program was cancelled due to lack of enough registrants; NFSA- April 21: Masonry- May 26: New York State Code- June 16, Marvin Windows- July 21; Boat Cruise- August will check availability of Dean Douglis; Patrick Quinn- November
 - Jeff moved that we purchase a projector from reserve funds, Anna seconded. Discussion: Gabe recommended a lower end model, say under \$1000. Gabe asked since the budget was already approved, does this purchase need to be approved by members. Jeff advised that, according to the bylaws, the Board may not exceed the approved expenses for the year without a majority vote of the members at a regular meeting. Jeff amended his motion to propose we spend under \$1000 for a projector to be accounted for as a program expense spread out over 5 programs. Anna agreed to the amendment and vote on the amendment to the motion was unanimous. The vote on the amended motion was unanimous.
- Canstruction – Schedule is as follows:
 - Set up April 12 at the State Museum, Terrace Gallery
 - Awards ceremony April 13
 - On display from April 14-28
 - First Lady Sandra Lee will appear at the event
- COTE (Anna) –LEED Green Associate training – May 5; Green interior product seminar Accent Furniture June; Empac tour –July; Canadian consulate seminar- September 20; LEED for schools- October; ECO show- November
- Design Awards (James) – hoping to expand from one person to a committee.
- Treasurer’s Report (Gabe)
 - Current balances: ~\$28000 in checking, ~\$33,000 in savings. Flat in February, in march we bought a computer which came out of checking; Clark looking into audit/CPA issue tabled.
- Newsletter (Jillian) – proposed topics: Lobby Day May 3, review of Canstruction event. Submission deadline extended to April 18.
- Past-President’s Report –none
- AIA NYS/Director’s Report
 - AIA NYS – Frank Pitts offered to chair ENY Fellows committee. Current national average is 2.7% of membership are fellows; at ENY 2.2% so we are below the national average. Committee, if established, will look for national contribution from candidates. Bylaws require that the creation of a new committee be approved by the entire Board of Directors. Jeff to send James a motion via e-mail. Board actions via e-mail require that all Board Members respond and vote on the motion.
 - Chapter assistance survey – ways that NYS can better help the chapter – suggestions include: program ideas, speaker list. Jeff requested that the Executive Committee bring additional suggestions to the Board Meeting in April, which takes place just prior to the May NYS Board Meeting.
 - AIA Upstate NY Network - tabled
 - Nominations for candidates for Regional Director due June 9. We will review candidates at next meeting.

- AIA National
 - James to attend National Convention, New Orleans on May 12-14
- **Miscellaneous:** Lobby Day is scheduled for May 3rd. There will be a webinar available on April 15th pertaining to Lobby Day.

Business Agenda: None

Adjournment:

- Adjournment at 8:00 pm.