



# AIA Eastern New York

A Chapter of The American Institute of Architects

## Executive Committee Meeting Minutes

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2011 AIA Eastern New York  
Executive Committee

**President:**  
*James P. Condon, AIA*

**President - Elect:**  
*Daniel J. Wilson, AIA*

**Vice-President Programs:**  
*Pasquale Marchese, AIA*

**Treasurer:**  
VACANT

**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:** June 22, 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)  
Pasquale Marchese, VP Programs (Pas)  
Anna Campas, Secretary (Anna)  
Jeffrey Mural, Past President (Jeff)  
Jillian Merriam, Exec. Asst. (Jillian)

### Establishment of Quorum:

- Quorum established at 5:54 PM.

### Member Open Comment Period:

- No members present to comment.

### Consent Agenda:

- Minutes of the May meeting were approved.

### Discussion Agenda:

- President's Report (James) – More members needed to volunteer for nominees to national and state positions.
- AIA Membership Status (Jillian) – As of June 13th we have 4 members: 281 Architect, 37 Associate, 26 Emeritus. 19 members have lapsed, fewer than last year. David Hollander of Sano-Rubin has applied to become an Allied Member. Motion was made to accept the company as a member, and seconded by Dan. Passed unanimously.
- Committees Reports
  - Programs (Pasquale) –
    - Good turnouts for April and May.
    - No program for July – Owens-Corning was not available
    - September 20 - AIAENY/USGBC Canadian Consulate-Need to be finalized at the next Programs Committee Meeting July 13, 2011.
    - James C. added that all programs (even the ones coming from different Committees need to be reviewed by the VP-Programs before that they are going to be official and advertised.
    - September – Dean Douglas – still awaiting confirmation
    - October – TBD
    - Early December – Patrick Quinn
    - Discussion of Design (realized) 4 part series real-time webinar scheduled for July, August, September and October. After discussion of pros and cons of having group webinar in Arts Center boardroom (\$50 for use per event with 40% share of revenue) versus virtual viewing remotely (20%

- share of revenue), Pas moved that we offer all 4 programs remotely, with Jeff seconding. Motion passed unanimously. Jillian will set up contract. At beginning and end of each program a script must be read (language from national AIA)
- Boat Cruise (Dan) – Date is August 23, awaiting speakers' confirmation of that date.
    - New rates for Boat Cruise are as follows:
      - AIA Assoc. - \$30
      - AIA, CSI, Allied Members - \$40
      - Nonmember - \$50
      - General Sponsor (Allied) - \$375
      - General Sponsor - \$500
      - Premium Sponsor (Allied) - \$1125
      - Premium Sponsor - \$1500
    - Discussed the possibility of firm sponsorship category as follows:
      - General Firm Sponsor - \$100 (recognition on announcement and 2 comp tickets)
      - Advanced Firm Sponsor - \$250 (recognition on announcement and 3 comp tickets)
      - Premium Firm Sponsor - \$500 (recognition on announcement and 5 comp tickets)
    - Dan and Jillian will work on a draft announcement for members and sponsors for review by the Executive Committee.
  - COTE (Anna) –
    - Green Interior products program – 5 people signed up, 3 showed up
    - EMPAC tour August 11 at 5:30 with Professor Mark Mistur – no cost to chapter
  - 2012 Convention –
    - The opening night party is Thursday September 27, 2012 at either the Auto Museum or National Museum of Racing for party venue. AIANYs and Convention Committee are looking at the financials and will make final decision.
  - AIAS-RPI (Tyler) – Will consider a scholarship for Grassroots in next year's budget- cannot fund Tyler to attend this year.
  - Design Awards– no report. Dan will contact David Pacheco.
  - HRC – no report.
  - Treasurer's Report:
    - Dan provided the report. In May we were in the red \$3012. Overall for 2011 we are in the black \$5867. Our checking/savings balance is \$58,848.
  - Newsletter (Jillian) No report to note
  - Past-President's Report – Insurance Policy: Our current policy does cover directors and officers adequately as far as Jeff was able to determine.
  - AIA NYS/Director's Report (Jeff):
    - Jeff moved that a committee be established consisting of President, Pres-Elect and Past-Pres to search for a treasurer for 2012, as well as a slate of officers. Anna seconded, unanimously passed.
    - Jeff serves on Committee for Government & Advocacy – Currently two bills: Bill for non-professional design ownership passed both houses, awaiting the governor's signature. Bill to require NYC Building Department to report violations to State Ed Division of Licensing at which point license would be suspended has been tabled in the Assembly.
  - AIA National (Jillian reporting)

- 2012 dues increase - \$2/year; not certain if there will be a state increase, but Jillian will report back at next meeting.
- AIA Redwood Empire proposal to change bylaws to allow Allied Members to identify themselves as such through use of the AIA insignia on printed material or on their website. Jeff will bring up at the next State board meeting. Discussion was tabled.
- Component grant opportunities – would require manpower that is not currently available.
- Executive Assistant Report (Jillian)
  - Institute Resource Training – Jillian will be attending. Train travel to station, most meals and lodging are covered. Jeff moved that the chapter reimburse Jillian for incidental expenses related to training such as other travel and meals not covered. Anna seconded, passed unanimously.
- Open Items – Discussion on filling treasurer position. Anna moved that we appoint someone as treasurer pro-tem, Dan seconded. Voted down.  
 Jeff moved that he be appointed treasurer for the remainder of 2011; seconded by Pas. After discussion Jeff amended the motion to include creation of a finance subcommittee consisting of James Condon, Jeff Mural as treasurer and Dan Wilson as assistant treasurer. The amendment was seconded. The motion was tabled and will be open for discussion with the Board via email prior to a vote.
- Discussion Items for Next Meeting – none
- No new business

Jeff moved that we adjourn, Anna seconded, meeting adjourned at 8:05 pm.