



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:
Pasquale Marchese, AIA

Treasurer:
Jeffrey R. Mural, 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: December 7, 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 & Treasurer (Jeff)
Ed Luzine, Director (Ed)
Bart Trudeau, Director (Bart)
Jillian Merriam, Exec. Asst. (Jillian)

MEMBER ATTENDEES

Melissa Koonz, AIA (Melissa)
David M. Benjamin, Sr., AIA (Dave)
William Koonz, AIA (Bill)

Establishment of Quorum:

- Quorum was established at 5:48 pm.

Annual Meeting Reconvene:

- Introductions were made around the table.
- Dan moved that the slate be approved, Pas seconded. The motion passed unanimously. New officers were congratulated. The 2012 officers are:
 - Dan Wilson, President
 - Anna Campas, President-elect
 - Pasquale Marchese, VP Programs
 - David M. Benjamin, Sr., Treasurer
 - Melissa Koonz, Secretary
 - James Condon, Past President
 - Bart Trudeau, Director
 - David Pacheco, Director
 - Clark J. Shaughnessy, Director
 - Jeffrey Mural, AIANY Director
 - Ed Luzine, AIANY Alternate Director
- Anna moved to approve the 2012 budget, Bill seconded, and the motion. Passed 9 in favor, 1 abstention (member had not been present at October meeting to view presentation).

Member Open Comment Period:

- There were no comments from attending members.

Consent Agenda:

- The minutes from the October Annual Meeting and Board of Directors Meeting were approved.

Discussion Agenda:

- AIA NYS Director Report (Jeff)
 - A project by Balzer-Tuck was submitted to the AIA NYS newsletter
 - The next state board meeting is January 13.
- Treasurer's Report (Dan/Jeff)
 - Last month's operating budget balance was \$1,693.67. The YTD balance is -\$3,381.68. Figures do not include all design award revenues.
 - Other balances- Checking: \$21,686; Savings: \$32,822
- President's Report (James)
 - Noted two positive outcomes this year:
 - Chapter has been successful in interacting with AIAS
 - Members are stepping up to fill positions
- AIAENY Membership status (Jillian)
 - There are 2 new members this month. 354 members total (288 architects, 40 Associates, and 26 Emeritus). Additionally 16 members have lapsed. Currently there are 16 Allied Members.
 - Waiver request – a member has requested a waiver on dues for next year due to unemployment. After some discussion, Pas moved that in this instance dues be reduced by 25% and recommend using the financial plan to pay by June 2012. Anna seconded, and the motion passed unanimously. Jillian will follow up and contact the member.
 - An AIA member who is a state employee has indicated he will not renew because of the inability to self-report credits for in-service training as a code enforcement officer. Discussion among officers will continue via emails.
 - Membership benefits – In response to indecision of some members as to whether or not to renew, a list of benefits has been prepared and was reviewed at the meeting. Suggestion was made to add the boat cruise as an example of a networking event. Also under advocacy to include grassroots and convention (AIA NYS and National). Remove some committees. Jillian will make appropriate edits and send out to ExCom for review.
- Programs Report (Pas)
 - November 7 was the first combined meeting of the programs and COTE committee. Some ideas included purchasing study guides for licensing exams and providing them to associate members for a small deposit. Members commented that those guides are available in the RPI library.
 - Panera catering rep will come to the next Programs meeting to discuss menu/venue options.
 - Upcoming events include:
 - January 26 – IPD at Hotel Indigo
 - February 23 – Dean Douglis
 - February 29 – Design Awards
 - Potential events :
 - March – Special Inspections, half day (Ryan- Biggs)

- April – State Historic Preservation Tax Credit Act (Preservation League)
 - LEED workshops - Green Associate, BD&C
 - COTE tours: LEED-certified Creo restaurant, RPI Athletic Village
- Committee Reports –
 - AIANYS Convention in September –
 - Our chapter's role will be to produce ideas for tours and speakers, solicit volunteers, and find sponsors among allied members and firms.
 - Some ideas for tours (Saratoga Chamber of Commerce is a resource) include: Auto Museum, Canfield Casino, SPAC, Yaddo, Tang Museum (Antoine Predock), Lighting Research Center.
 - Jeff Morris & Tyler Hopf are discussing volunteers from RPI AIAS
 - There will be a Canstruction display & boards from design awards
 - Design Awards – still need to select a jury. 25 entries received. Questions about identification of buildings and/or firm name are being addressed.
- Newsletter (Jillian)
 - An unbuilt project will be featured in the next newsletter
 - Jillian suggested a Walk-the-Walk section or photo and an unnamed building or location which readers can try to identify.
 - Deadlines for 2012 submissions will be posted on website.
 - National provided a link for some articles for use in the newsletter.
- Executive Assistant Report (Jillian)
 - Time Warner upgrade for Business class discussed. There is a 3 year term associated with the upgrade and an extra \$10/month. It was agreed that the chapter does not require this.
 - 2012 Committee Agreement – Each committee must have the leader sign a policy agreement stipulating that committee must:
 - Meet at least once per quarter and submit minutes
 - Have the chairperson or another member attend at least one ExCom meeting per quarter and report on activities.
 - Provide a report before each ExCom meeting they are unable to attend
 - Submit list of committee members
 - Meet with Programs Committee to discuss any potential programs
 - Fred Anders email pertaining to chapter assistance in Schoharie recovery efforts - until good Samaritan Act passes we are liable for any involvement. Dan will send an explanatory email to Ed Farrell and copy Jillian.
 - Schodack Planning and Development Association email from Tony Kirby re: chapter participation in smart growth conference – It was agreed that our chapter does not get involved in municipal politics and planning. Anna will respond and copy Jillian.

Open Items: None

Business Agenda: None

New Business: None

Adjournment: Meeting adjourned at 7:50 pm.