



# 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:**  
*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:** August 31, 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)  
Jillian Merriam, Exec. Asst. (Jillian)  
Tyler Hopf, RPI AIAS

### Establishment of Quorum:

- Quorum was established at 5:37 pm.

### Member Open Comment Period:

- No members were present to comment.

### Consent Agenda:

- July Meeting Minutes will be reviewed and revised for approval at the September Executive Committee Meeting.

### Discussion Agenda:

- President's Report (James)
  - James presented the updated changes to the announcement policy, including a stated fee of \$130 for each announcement by a for-profit non-member or non-allied member group. Submission of member news items must include a member contact name and number and must follow specific format guidelines.
- AIAENY Membership status (Jillian)
  - There are 351 members as of August 2011 (286 architects, 39 Associates, and 26 Emeritus). Additionally 17 members have lapsed. Currently there are 16 Allied Members.
- AIAS (Tyler)
  - Tyler distributed the RPI lecture series for the fall. Events will now be held in the concert hall as well as the theater. Tyler suggested a meet-and-greet with chapter members and students after the Neil Denari lecture to be held September 28, 2011. There will not be enough time to prepare

applications for learning units for the lectures; this would be a spring initiative. We will provide links on our website and in our weekly announcement to the RPI Lecture series.

- Tyler is the recipient of the 2011 AIANY Student Award.
- Tyler will assist in encouraging AIAS-RPI attendance to both the Patrick Quinn and Evan Douglis presentations.
  
- Programs Report (Pas) - Schedule of Events include:
  - September 20 - Canadian Consulate – currently 17 people have signed up through AIA, upstate USGBC will need to bring in at least 18 people for the event to be held (break-even number for the CC is 35). There is no cost to the chapter for this program.
  - October 27 - Owens Corning plant tour. The program has been approved for learning units. There is no cost to the chapter for this program.
  - November 17 - Patrick Quinn lecture. Pas confirmed at the meeting that we will be booking the Black Box Theater for the Patrick Quinn lecture. Pas would like to meet prior to the lecture to view the space, wireless capability and AV/Lighting capabilities. Jillian will check to see that wireless service is available.
  - December - Dean Evan Douglis cannot be booked at the Black Box Theater on December 1<sup>st</sup> due to a scheduling conflict with the Arts Center. Other dates were offered to be considered. Pas is also waiting to hear back from the Dean for a reduced cost for the EMPAC theater and its availability.
  - Dan and Pas will meet with Jodi Smits Anderson to discuss how AIA ENY can work with the upstate chapter of USGBC for program planning.
  - Topics for 2012 include:
    - January - Special Inspections
    - February – Design Awards
    - February 16-17 Engineers Week - Keith Lashway of the National Masonry Institute has indicated that a special price will be provided for AIA members. Pas will attend the planning meeting on September 21.
    - March – The New York State Historic Rehab tax credit
  
- Boat Cruise (Dan) – Final Revenue Report not yet available until all the payments have been received. Participation by 11 sponsors ensured that the event was in the black. There were 45 attendees which was a big drop from previous years.
  
- Committee Reports –
  - Construction – Ed Anker will continue his involvement and the event will re-occur in April 2012.
  - COTE(Anna) – A LEED for Schools program will be held in October at Hudson Harbor. 2012 Convention – no report, but a suggestion to include a call for volunteers in the next newsletter.
  - Design Awards – In an effort to revise the rules to be better understood and to align with the AIA NYS and AIA National standards, AIA ENY's Call for Entries is being reviewed with those of AIA NYS and AIA National. It was suggested that the Design Awards Committee, David Pacheco and

George Green, be invited to the September Executive Committee meeting to discuss changes and establish a revised set of rules.

Jeff moved that the Design Awards Committee attend the September meeting and give a presentation on protocol for the program. Dan seconded the motion and it passed unanimously. Dan will send an email inviting them to the meeting.

- AIA Fellows – Frank Pitts will meet with other Fellows to come up with a nominating process.
- Jeff moved that at the inaugural January 2012 meeting a review of all committees be on the agenda, Pas seconded and the motion passed unanimously. Jillian suggested that a process be put in place for all committee chairs to acknowledge their responsibilities.
- Treasurer's Report (Dan/Jeff)
  - Jeff reported that the sum total of checking and savings is \$54,302. Dan noted that for the month of July we were \$1668 in the red but YTD is \$2892 in the black. These numbers do not reflect revenue from the boat cruise.
  - Jeff will put together another budget for 2012 and circulate it among the finance committee. The budget has to be approved at the September meeting for the Annual Meeting in October.
- Nomination Committee
  - Bart Trudeau has created a list of potential names for officers and committee chairpersons which were reviewed.
  - At this time, no officer benefits will be offered.
- Newsletter (Jillian)
  - It is too late to add proposed changes to the by-laws in the August Architext.
  - Articles will include a follow-up about the boat cruise, a featured project from Envision Architects and an item about the Betty Little reception
- AIA NYS Director Report (Jeff)
  - The upcoming annual meeting on September 21 will include voting on proposed bylaw changes and election of new officers.
  - Jeff and Dan will attend the Tri-State Design Conference in September; the keynote speaker on Wednesday, September 28, is Richard Meier.
- AIA National
  - The position statements are available for anyone to comment. This information will be distributed to the members in the weekly announcement for anyone who may want to comment.
- Executive Assistant Report (Jillian)
  - aecKnowledge is a program that is being offered in webinar format similar to the Design[realized] program. Discussion of this program is tabled to allow for the program to be reviewed.
  - AIA Central New York will be providing a series of webinars and would like them included in our weekly announcement bulletins. The discussion is

tabled until AIA CNY sends more information back regarding the webinars.

- Jillian has requested that officers fill out a Component Assessment Questionnaire.
- Panera catering – The menu choices for upcoming program events will be discussed at the next Program Committee meeting.

**Open Items:**

Jeff mentioned the introduction by AIA National of a long-range strategic planning tool known as the WEAVE. The WEAVE is a tool being used by AIANYS to draft a new strategic plan. They will send the board a survey to fill out.

Some chapters in the country have already begun utilizing this toolkit.

**Business Agenda: None**

**New Business:**

Dan would like to see how AIA ENY can affiliate with the Capital District Habitat for Humanity. There are 17 homes in the area that are planned for either construction or rehab. This will be an agenda item for the September meeting.

**Adjournment:** Meeting adjourned at 7:25 pm.