



# AIA Eastern New York

A Chapter of The American Institute of Architects

## Executive Committee Meeting Minutes

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2010 AIA Eastern New York  
Executive Committee

**President:**  
*Jeff Mural, AIA*

**President - Elect:**  
*James Condon, AIA*

**Vice-President Programs:**  
*Anna Campas, AIA*

**Treasurer:**  
*Daniel J. Wilson, AIA*

**Secretary:**  
*Edwin C. Anker IV, AIA*

**Past President:**  
*David J. Pacheco, AIA*

**Board of Directors:**  
*Bart Trudeau, AIA*  
*Edmund Luzine, AIA*  
*Clark Shaughnessy, AIA*

**AIA/NYS Director:**  
*David J. Pacheco, AIA*

**AIA/NYS Alternate Director:**  
*Bart Trudeau, AIA*

**Executive Assistant**  
*Jillian R. Merriam*

**Date:** March 24, 2010  
**Time:** 5:30 PM  
**Location:** 265 River Street  
Art Center Conference Room

### ATTENDEES

Jeff Mural, President (Jeff)  
James Condon, President-Elect (James)  
Anna Campas, VP Programs (Anna)  
Daniel J. Wilson, Treasurer (Dan)  
Edwin C. Anker IV, Secretary (Ed A.)  
David J. Pacheco, 2010 Past President (David)  
Jillian Merriam, Exec. Assistant (Jillian)

### Establishment of Quorum:

- Quorum established at 5:31 pm.

### Member Open Comment Period:

- No members present to comment.

### Consent Agenda:

- Meeting Minutes from the February 24, 2010 Executive Committee Meeting were reviewed and approved.

### Executive Session:

- Executive Session entered at 5:35 pm.
- Executive Session adjourned at 5:39 pm.

### Discussion Agenda:

- **Membership Report**
  - February 2010: 287 Architect, 39 Associate, 25 Emeritus = 351 Total
  - March 2010: 287 Architect, 40 Associate, 25 Emeritus = 352 Total
- **Allied Membership Report**
  - 2009: 14 Renewed, 2 New = 16 Total
  - 2010: 14 Renewed, 3 New = 17 Total
  - Andersen Windows is waiting for approval for Allied Membership.
  - James moved to approve Andersen windows for Allied Membership to the AIA ENY Chapter.
    - Seconded by Ed A.
    - Motion carried unanimously.
  - Harvey Building Materials requested approval for Allied Membership and indicated they would like to sponsor an event and/or run programs regarding their products. Jillian will collect the information from Harvey and submit to the board for approval.
  - Greenman-Pedersen Inc. (Consulting Engineers) has also requested Allied Membership. Jillian will distribute their information to the board for review and potential approval.

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- **CanStruction**
  - Discussion regarding the charter and proposal from the CanStruction organizer Sara Stein, requesting that the AIA ENY be the sponsoring chapter for a CanStruction program in the capital district.
  - Becoming the sponsoring organization will cost the AIA ENY approximately \$350 (One time registration fee of \$100 plus and annual participation fee of \$250).
  - Question regarding whether or not the event had the potential to generate revenue to potentially offset any costs associated with the event.
  - After discussion, James moved that the AIA ENY sign the CanStruction Charter and become the sponsoring organization and to work with the committee to attain more information about the event as details become available.
    - Dan amended the motion to include that the AIA ENY writes the \$350 check to the CanStruction organization.
    - James concurred with Dan's amendment.
    - David seconded the amended motion.
    - Amended motion carried unanimously.
  - After discussion, Ed moved that he be nominated as the liaison for the AIA ENY on the CanStruction Committee.
    - David seconded the motion.
    - Motion carried unanimously.
- **Draft Media Coverage Letter**
  - Jeff asked for comments on the draft letter that he produced to potentially be sent to media organizations that do not properly credit architects and or architectural photography in their published articles.
  - Discussion regarding publishing the letter to the AIA ENY website for password protected member access.
  - After several comments and discussion, Jeff agreed to revise the draft letter accordingly.
    - David moved that the amended letter be used as the standard response letter for inappropriate media coverage in the future.
    - James seconded the motion.
    - Motion carried unanimously.
  - Discussion regarding putting together an AIA ENY "policy" binder as a clearing house for this type of technical information (Media letter, board orientation packet, AIA NYS Agreements, lease agreements, etc.) in the future and for future AIA ENY Chapter Boards.
    - David moved that a policy binder be established for the AIA ENY Chapter.
    - James seconded the motion.
    - Motion carried unanimously.
- **Facebook**
  - No update from James on the AIA ENY Facebook page.
  - Jillian indicated that AIA NYS just produced their Facebook page.
- **Programs Report**
  - Anna indicated that the feedback on the LEED AP seminar was very positive.
  - March 2010 – Tate Under-floor Distribution Systems backed out so the Dow Corp. – Sustainable Roofing from April was moved up to March.
  - May 2010 – Legacy Timber Frame
  - June 2010 – Structures course for the respective sections of the ARE was discussed.
    - James moved that the AIA ENY not hold this event due to timing and cost concerns in the 2010 fiscal year.
    - Seconded by Dan.
    - During discussion David requested an amendment to the motion to include the appropriate costs for the structures seminar in the 2011 fiscal year's budget.

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- Ed proposed an amendment to James's motion to take into account the timing of the event to maximize potential attendance.
  - James accepted both David's and Ed's amendments to his motion.
  - Dan accepted both David's and Ed's amendments to the motion he seconded.
  - Amended motion carried unanimously.
- September 2010 – LEED AP+ (tentative).
- **COTE Update**
  - Jeff indicated that he spoke with Joe Mahota and Joe felt that he had a COTE member who was willing to take on the leadership of the committee. Joe would forward the contact information for this member to Jeff.
- **Treasurer's Report**
  - Dan indicated that the AIA ENY is in the black for February of 2010.
  - The AIA ENY is in the black year-to-date.
- **Historic Resources Committee Update**
  - Dan had contacted Mark Thaler and Mark indicated that he was too busy to take on this responsibility. Dan indicated that he would talk to Mark about suggesting a replacement for the leadership of the committee.
- **AIA NYS Director's Report**
  - David indicated that he was following the progress of the "empire challenge".
- **Newsletter**
  - Jeff discussed the policy for including member news articles in the newsletter. Jeff indicated he would take on drafting a formal policy for review by the board.
  - Content for Next Issue:
    - Lobby Day News.
    - Featured Project – CSArch; Hartford CSD Alternative Energy Plant.
    - International Green Construction Code public comment.
    - "Sustainability Corner".
    - AIA Members who received 40 Under 40.
- **AIAS Resume/Portfolio Review Workshop**
  - Received a date from the AIAS Liaison of May 5<sup>th</sup> for this event.
  - Currently have 6 members signed up to review Portfolios.
- **AIA NYS Lobby Day – April 20, 2010**
  - Jeff, Dan and David are planning to attend.
  - James moved to have Jeff be the Lobbying Coordinator for the Chapter.
    - Dan seconded the motion.
    - Motion carried unanimously.
  - Discussion regarding which Senators/Assemblymen would be met with on lobby day.
    - Neil Breslin
    - John McEnaney
- **AIA National Convention**
  - David nominated Jeff to be the representative for the AIA ENY at the National Convention to be held in Miami this year.
    - Ed seconded the nomination.
    - Nomination carries unanimously.
  - Jeff commented about the Component Matching Program which is a scholarship opportunity that the AIA National will provide matching funds for each Chapter.
- **Arts Center Closed Dates**
  - Jillian indicated the Arts Center would be closed on June 10<sup>th</sup> and 11<sup>th</sup> for sprinkler repairs.

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## **Business Agenda:**

- No new items discussed.

## **Discussion Items at Next Meeting:**

- Annual Meeting planning.

## **Adjournment:**

- Adjournment at 7:20 pm
- Next meeting: Board of Director's; Wednesday, April 28<sup>th</sup> at 5:30pm, AIA ENY offices at 265 River Street.