



AIA New Orleans

A Chapter of The American Institute of Architects

1000 St. Charles Avenue
New Orleans, LA. 70130
504.525.8320

Annual Business Meeting

Date: November 23, 2010

Location: AIA New Orleans Center for Design
1000 St. Charles Avenue

Attendance:	Charles Montgomery	President	Present
	Marcel Wisznia	President-Elect	Present
	Jeffrey Smith	Past President	-
	W. Ray Manning	Vice President	Present
	Ron Martinez	Secretary	Present
	Ian Thompson	Treasurer	Present
	Brett Petry	AIA Louisiana Delegate	Present
	J. Tracy Lea	AIA Louisiana Delegate	Present
	David Demsey	Associate Director	Present
	Melissa Urcan	Executive Director	Present
	General membership		

Call To Order: The meeting was called to order by Charles @ 5:30 pm. A quorum was present.

Discussion Items:

1. Charles opened the meeting with a summary of events of the past year
 - a. Construction of the Center for Design was completed and paid for.
 - b. AIA New Orleans is fiscally sound, ending the year with a small surplus.
2. Charles introduced the new president, Marcel Wisznia
3. Marcel presented the Presidents Report:
 - a. Gave thanks to Charles for productive year as president and noted that Charles was elected Secretary/Treasurer for the AIA Louisiana.
 - b. Stated that the executive committee had decided to increase annual dues for AIA New Orleans by \$25.00 and noted that this is the first increase in ten years.
4. Election of Officers
 - a. Marcel introduced candidates for positions and opened the floor for nominations:
 - i. Ray Manning was nominated for President Elect. Ray spoke briefly and indicated his willingness to serve. Marcel requested nominations from the floor. None were offered. Jesse Cannon motioned to close the nominations. Tracy Lea seconded.
 - ii. Brett Petry was nominated for Vice President. Brett spoke briefly and indicated his willingness to serve. Marcel requested nominations from the floor. None were offered. Jesse Cannon motioned to close the nominations. Tracy Lea seconded.

- iii. John Campo was nominated for AIA Louisiana Delegate (two year term). John spoke briefly and indicated his willingness to serve. Marcel requested nominations from the floor. None were offered. Dennis Brady motioned to close the nominations. Ian Thompson seconded.
- iv. Kevin Morris was nominated for AIA Louisiana Delegate (one year term). Tracy Lea stated that while Kevin was unable to attend the meeting, he was well qualified and was willing to serve. Marcel requested nominations from the floor. None were offered. Jesse Cannon motioned to close the nominations. Angela O'Byrne seconded.
- v. Jill Godfrey and Cassandra Howard were nominated for Associate Director. Each spoke briefly and indicated their willingness to serve. Ballots were cast by membership present and Cassandra Howard was elected to the position.

b. 2011 Executive Committee is:

Marcel Wisznia	President
Ray Manning	President Elect
Charles Montgomery	Past President
Brett Petry	Vice President
Ron Martinez	Secretary (2nd year of a two year term)
Ian Thompson	Treasurer (2nd year of a two year term)
John Campo	AIA LA Delegate
Kevin Morris	AIA LA Delegate
Cassandra Howard	Associate Director

- 5. Ian Thompson presented the Treasurers Report (attached).
 - a. Donald Maginnis requested the status of the fund remaining from the 1997 National Convention in New Orleans. Ian and Melissa responded that those funds had been invested in a high risk fund and had decreased by approximately 33%, but that approximately \$62,000.00 remained. Marcel stated that the remaining funds had been moved to a low risk investment account.
 - b. Angela Morton asked why the 2010 budget forecast showed expenses exceeding income. Tracy Lea responded that there was a prior year carryover that did not show up on the spreadsheet.
- 6. Creed Brierre presented an overview of the activities of the AIA National Convention Committee
 - a. The amphitheater project which had been selected as the legacy project may not be able to proceed due to insufficient funds. The committee (co-chairs Charles Montgomery and John Williams) is attempting to identify an alternate project.
 - b. Robbie Cangelosi chairs the Tours Committee and is writing and scheduling a variety of tours including tours of historic areas and buildings and storm/recovery related tours.
 - c. The Chapter Party committee, chaired by Danny Taylor is looking at Mardi Gras World and WWII Museum as possible locations
 - d. Ray Manning chairs the Outreach Committee which will coordinate the efforts of members who have expressed an interest in volunteering for a community service project in city.

- e. Steve Braquet chairs the golf tournament committee and will host the tournament at TPC Louisiana. Steve is also coordinating transportation for the convention.
- f. Angela Morton and Jessica Walker are preparing an electronic guidebook of New Orleans Architecture
- g. The chapter bookstore is chaired by Catherine Simon
- h. The exhibits committee is chaired by Ammar Eloueini
- i. Design + Dining Events Committee is chaired by Julie Brown and is attempting to identify locations for the events.
- j. Creed encouraged all members to get involved in a committee for the convention

New Business:

1. Donald Maginnis asked if any progress had been made in efforts to pass legislation to require review by an architectural review board prior to filing suit against an architect. Brett Petry stated that the advocacy committee had introduced that issue three times but had not been successful.
2. Jesse Cannon asked if the minutes of the Executive Committee meetings would be posted on the website. Ron Martinez stated that the minutes would be posted beginning in January 2011.

Adjourned: Tracy Lea motioned for meeting to be adjourned. Ian seconded motion. Motion passed. Meeting adjourned at 6:50 pm

by



Ron S. Martinez, AIA, Secretary

INCOME	2010 Budget	3rd Quarter	Subtotal	Delta (I- E)	EXPENSES	2010 Budget	3rd Quarter	Subtotal
1.0 CORPORATE INCOME			62,020.00	(115,065.00)	5.0 CORPORATE EXPENSES - TOTAL			177,085.00
					6.0 BUSINESS EXPENSES			19,550.00
1.1 AIA Document Sales	25,000.00	20,618.68			6.1 AIA Documents Purchase	5,000.00	2,784.61	
1.2 Career Center	-	50.00			6.2 Accountant	1,000.00		
1.3 Dues - AIA New Orleans	33,000.00	27,399.22			6.3 Bank Service Charges	300.00	212.80	
1.4 Dues - Professional Affiliates	4,000.00	3,100.00			6.4 Credit Card Processing Charges	3,000.00	1,604.25	
1.5 Dues - AIA Gulf States	-				6.5 Dues and Subscriptions	1,600.00	1,358.90	
1.6 Grants					6.6 Insurance	1,500.00		
1.7 Interest	20.00	7.12			6.7 Legal Fees	1,500.00		
1.8 Design Center Capital Campaign		25,500.00			6.8 Licenses and Permits	100.00	67.00	
					6.9 Supplies	3,000.00	2,169.05	
					6.10 Website Hosting	-		
					6.11 Website Maintenance	2,550.00	2,550.00	
					7.0 FACILITIES			40,500.00
					7.1 Buildout Allowance	-	17,425.64	
					7.2 Equipment	1,000.00		
					7.3 Facility Rent/Parking	31,200.00	21,200.00	
					7.4 Internet Service	1,100.00	694.40	
					7.5 Postage and Delivery	1,200.00	519.15	
					7.6 Printing and Reproduction	1,500.00	1,162.08	
					7.7 Repairs and Maint	500.00	1,836.00	
					7.8 Telephone	1,000.00	1,098.98	
					7.9 Utilities	3,000.00	3,247.43	
					8.0 PERSONNEL			102,675.00
					8.1 AIA National CACE Training	2,000.00	1515.52	
					8.2 ExComm Meeting Expenses	200.00	48.30	
					8.3 Executive Director Salary	42,000.00	32,086.74	
					8.4 Executive Director Bonus	21,075.00	10,899.00	
					8.5 Executive Director Health Care	3,500.00	4,495.65	
					8.6 Executive Director Travel	500.00	609.00	
					8.7 Executive Director Assistant	27,500.00	15,465.44	
					8.8 Incidental Expenses	250.00		
					8.9 President's Discretionary Fund	400.00		
					8.10 President Elect's Travel	2,500.00		
					8.11 President Travel	2,500.00	866.84	
					8.12 Strategic Planning Session	250.00		
					9.0 OUTREACH			14,360.00
					9.1 Academic Relations	1,500.00		
					9.2 Email Client	660.00	670.00	
					9.3 PR Agent	10,000.00	5,134.00	
					9.4 Stewardship	1,500.00	1,588.77	
					9.5 Survey Service	200.00		
					9.6 Traveling Fellowship	500.00		
2.0 EVENTS INCOME			177,400.00	97,900.00	10.0 EVENTS EXPENSES			79,500.00
2.1 Associates Events	2,500.00				10.1 Associates Events	2,500.00		
2.2 Canstruction	20,000.00	8,100.00			10.2 Canstruction	5,000.00	2,428.95	
2.3 Crawfish Boil	7,500.00	7,270.00			10.3 Crawfish Boil	2,000.00	4,013.44	
2.4 DesCours	60,000.00	5,629.79			10.4 DesCours	42,000.00	25,142.52	
2.5 Design Awards	40,000.00	26,650.00			10.5 Design Awards	16,000.00	13,698.30	
2.6 Golf Tournament	30,000.00	26,055.00			10.6 Golf Tournament	10,000.00	3,433.33	
2.7 Holiday Party	Incl. in 2.7				10.7 Holiday Party	Incl. in 10.7		

INCOME		2010 Budget	3rd Quarter	Subtotal	Delta (I- E)	EXPENSES		2010 Budget	3rd Quarter	Subtotal
2.8	Facility Rental	2,400.00	2,569.99			10.8	Facility Rental Costs	-		
2.9	Special Event Proceeds	15,000.00	3,016.00			10.9	Special Event Rentals Costs	2,000.00	1,809.09	
3.0 PROGRAMS INCOME				39,500.00	5,000.00	11.0 PROGRAMS EXPENSES				34,500.00
3.1	Reserved	-				11.1	Architect Pairing Program	15,000.00	\$632.50	
3.2	ARE/Associated Programs	16,000.00				11.2	ARE/Associated Programs	12,000.00		
3.3	General Programs Sponsors	2,500.00				11.3	General Programs Expense	2,000.00	3,697.61	
3.4	Monthly Meeting Member Fees	-				11.4	Monthly Meeting Expenses	500.00	573.59	
3.5	Monthly Meeting Sponsors	6,000.00	3,000.00			11.5	Monthly Meeting Catering	1,500.00	2,312.58	
3.6	Special Event Attendees	10,000.00	2,025.00			11.6	Special Event Expenses	3,500.00	3,245.64	
3.7	Special Event Sponsors	5,000.00	500.00			11.7	Reserved	-		
3.8	Reserved	-				11.8	Tulane Lecture	-		
3.9	2011 National Convention		50,000.00			11.9	2011 National Convention		1,359.35	
4.0 RESERVED										
TOTAL INCOME		\$278,920.00	211,490.80	\$ 278,920.00	(12,165.00)	TOTAL EXPENSES		\$ 291,085.00	\$ 193,656.45	\$ 291,085.00
Carry over from prior year										
	Estimated	\$0.00								
	Actual	(\$10,498.52)								
CURRENT POSITION			\$ 17,834.35		(12,165.00)					