

Chapter of The American Institute of Architects

EXECUTIVE COMMITTEE MEETING NOTES

Date of Meeting Thursday, April 14, 2016

Location of Meeting Leviton Showroom
334 Carondelet Street, New Orleans LA 70130



In Attendance	Nick Marshall	Present
	Paula Peer	
	Jason Richards	Present
	Angela Morton	Present
	Jennie Cannon West	Present
	Amanda Rivera	Present
	Mary Bullock	
	Thom Smith	Present
	Mary Gilmore	
	Brent Baumbach	Present
	Megan Weyland	
	Braham Berg	Present
	Nicole Dufour	Present
	Sherrilynn Carney	

Also Present

Call to Order The meeting was called to order by Nick Marshall at 4:50 pm

General Topics

1. Call to Order
2. Consent Agenda – Nick Marshall
 - 2.1.1. Motion to approve (JR), second (BB).
 - 2.1.2. Approved
3. Financial Report – Amanda Rivera
 - 3.1. Budget
 - 3.1.1. Design Awards net income \$18,164.31.
 - 3.1.2. ND positive design awards. Fewer sponsors, net -\$17k. Less expenses without speaker.
 - 3.1.3. Expectation was +\$28k.
 - 3.1.4. JR need to update event spreadsheets constantly.
 - 3.1.5. JR will reconcile individual ticket prices with table prices.
 - 3.1.6. NM will remain on the committee for ticket prices next year.
 - 3.1.7. NM economy and major sponsors for next year. Not to raise revenue projections.
 - 3.1.8. NM budget needs to be adjusted for economy concerns.
 - 3.1.9. MN information from finance meeting will disseminate to the board. AR next Tuesday April 19, 2016 at 4pm at EDR.
 - 3.1.10. NM Break out of profit loss for events committee still has not been done.

- 3.1.11. NM need to make up \$10k over the next three events.
- 3.1.12. JR proxy to vote at AIA National. Need to gather and vote internally.
- 4. Development Committee – Jason Richards
 - 4.1. City Planning Committee Educational Sessions/Chris Johnson
 - 4.1.1. Chris Johnson approached AIA. Offered to set up the CZO program.
 - 4.1.2. Brainstorm for interesting new sponsors for the event.
 - 4.2. Executive Committee Director TASK FORCE
 - 4.2.1. Shortlist due next Friday.
 - 4.2.2. Will load information into the dropbox.
 - 4.2.3. Please submit your top five by Wednesday, April 15, 2016.
 - 4.2.4. Goal is to have a new executive director by June 1, 2016.
 - 4.3. Communication TASK FORCE – Thom Smith
 - 4.3.1. Calendar – still searching
 - 4.3.1.1. Board Portal – is this an option?
 - 4.3.1.2. Understand the difference between the what AIA staff can handle vs. the website consultant.
 - 4.3.1.3. ND Sherri is overloaded with NOAF work.
 - 4.3.1.4. JW Possibly get an intern from Loyola. Will reach out to Core Construction for more information.
 - 4.3.1.5. E-blasts graphic update. Bi-weekly e-blasts.
 - 4.3.1.6. JW Trello or Slack. NM Request metered communication.
 - 4.3.1.7. Internal communication discussion.
 - 4.3.1.8. External Communication discussion.
 - 4.3.2 Patron of Architecture Awards – Nick Marshall
 - 4.3.2.1. Milton Schuermann (Marcel Wisznia)
 - 4.3.2.2. Tulane City Center
 - 4.3.2.3. Nominations are open
- 5. Membership Committee – Jennie Cannon West
 - 5.1. WIA Mentor Dinner - 85 ppl sold out mentor dinner at 511 Paladar.
 - 5.2. Medal of Honor Nominee – David Waggoner, FAIA
 - 5.3. Need a new projector – ND will work on getting one donated.
- 6. Events Committee – Angela Morton
 - 6.1. Crawfish Boil TASK FORCE
 - 6.1.1. JBA Gold Sponsor
 - 6.1.2. May 14, 2016 at Bluecrab
 - 6.1.3. Band for \$500 – any recommendations?
 - 6.2. Building Tours
 - 6.2.1. April – Felicity Tour
 - 6.2.2. May – Stallings Center
 - 6.2.3. June – Need a tour
 - 6.3. 2016 Design Awards comments
 - 6.3.1. Positive feedback about cocktails following the awards ceremony.
 - 6.3.2. Confusion about table and seating.
 - 6.4. Tulane Thesis exhibition May 6
- 7. NOAF – Nick Marshall
 - 7.1. Building tour coordination – need to have a conversation and develop criteria
 - 7.1.1. AIA tours free for members, have CEUs
 - 7.1.2. Finished projects for NOAF; buildings under construction AIA tours
 - 7.1.3. JW reinstate checking AIA members and charging non-members at the door.

Adjournment ACTION: Upon a duly made (JR) a seconded motion (BB) it was unanimously RESOLVED adjourn the meeting.
Meeting adjourns at 6:35 pm

Next Board Meeting Thursday, May 5, 2016, at 4:30 pm

Submitted by Jennie Cannon West, AIA
Board Secretary