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

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 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 Waggonner, 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