

Chapter of The American Institute of Architects

EXECUTIVE COMMITTEE MEETING NOTES

Date of Meeting Thursday, May 2, 2016

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



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

Also Present

Call to Order The meeting was called to order by Nick Marshall at 4:45 pm

General Topics

1. Call to Order
2. Executive Director Report – Nicole Dufour
 - 2.1. Crawfish Boil Report
 - 2.1.1. Ordered too much crawfish. 2.5 lbs per person
 - 2.1.2. Start planning earlier than February
 - 2.1.3. No band was fine.
 - 2.1.4. Revisit number of drinks per person, try a ticket system.
 - 2.1.5. Try a more communal style table set up.
 - 2.2. Sustaining Sponsor Status
 - 2.2.1. AOS – paid early
 - 2.2.2. Leviton – paid early
 - 2.2.3. Letterman’s – in the process of re-negotiating
 - 2.2.4. We need more sustaining sponsors. Just getting two (2) bronze sustaining sponsors will help.
 - 2.3. Joan Mitchell
 - 2.4. Staff Vacations – Sherri and Nicole on vacation next week.
3. Financial Report – Amanda Rivera
 - 3.1. Budget
 - 3.1.1. Budget vs. Actual
 - 3.1.2. Aging debt – continue to pay aging bills and rent to NOAF.
 - 3.1.3. NOAF is not repaying the AIA for misc. items.

- 3.1.4. Net income for crawfish boil is \$3,000.
- 3.1.5. Line of credit is about \$14,000.
- 3.1.6. Lapsed memberships, down about 14%.
- 3.1.7. Affiliate membership dues? When and will we receive that money?

4. Development Committee – Jason Richards

- 4.1. Exec. Director Search
 - 4.1.1. Plan is to have a special meeting of the board, hopefully Thursday, June 16 at 2pm, anticipate three (3) hours of interviews.
 - 4.1.2. Will send the final three resumes out to the board.
- 4.2. NORA (New Orleans Redevelopment Authority)-Rose Fellowship _ Mary Gilmore
 - 4.2.1. Need to have a person to sit on that selection committee.
- 4.3. AIA National Conference – Mary Bullock
 - 4.3.1. Mary Bullock and Wayne Troyer voted on behalf of the board.
 - 4.3.2. Recommendation to send a board member to the convention.
 - 4.3.3. Add to the communications.

5. Membership Committee – Jennie Cannon West

- 5.1. Confirmed-Medal of Honor Nominee-David Waggoner, FAIA
- 5.2. NOLA Rug and WIA – huge turnout of 60 ppl for panel

6. Communications Task Force – Thom Smith

- 6.1. Review draft of Gmail calendar
- 6.2. Reminder to share AIA NO related items on social media
 - 6.2.1. Thom Smith will be responsible for creating events on Facebook.
- 6.3. Confirm process for website revisions
- 6.4. E-blast deadline on the calendar.

7. Events Committee – Angela Morton

- 7.1. Four month event outlook
- 7.2. Bowling Tournament update - Mary Gilmore
- 7.3. Sustaining Series with USGBC – need to send that information to members. Tentative date is July 27.
- 7.4. White Linen Night exhibit – Thom Smith will spearhead

8. Advocacy – Nick Marshall

- 8.1. NOLA FEMA flood map adoption
 - 8.1.1. Lots of calls
 - 8.1.2. AIA to reach out and ask to special session on this.
- 8.2. HDLC Design Guidelines – Debrief from meeting and next steps
 - 8.2.1. NOAF should host a series of meeting about training neighbors about design. HDLC will be present.

9. New Business

- 9.1. NOMA Luncheon – Jennie Cannon West
 - 9.1.1. Buy your tickets!
- 9.2. Decours – Melissa Urcan reached out about reviving Decours in New Orleans. AIA will not participate.

Adjournment ACTION: Upon a duly made (AM) a seconded motion (JW) it was unanimously RESOLVED adjourn the meeting.
Meeting adjourns at 6:32 pm

Next Board Meeting Thursday, July 7 2016, at 4:30 pm

Submitted by Jennie Cannon West, AIA
Board Secretary