

AIA Central New York

A Chapter of the American Institute of Architects

MEETING MINUTES OF THE AIACNY CHAPTER BOARD MEETING: May 8, 2008

Opening of the Meeting: This meeting of the Board of Directors of the American Institute of Architects Central New York Chapter was held Thursday, May 8, 2008 at the AIACNY Resource Center. Joseph Piraino, AIA called the meeting to order at 12:15pm.

Present:	Joseph Piraino, AIA	President
	Julia Hafftka-Marshall, AIA	President-Elect
	John P. Goodman., FAIA	Past President
	Robert D. Johnson, AIA	Treasurer
	Timothy F. Ebner, AIA,	Secretary
	Neel C. Garofano, AIA	Director
	Robert M. Haley, AIA	Director
	Louis Boisnier, AIA	Director
Excused :	Stephen J. Kapusniak, AIA,	Director
	Ronald Bagliere, AIA Associate,	Director
Guests:	Craig Polhamus, AIA	Dir. of the Resource Center

1. Meeting Notes: Corrections to April 10, 2008:
 - a. The Meeting Minutes should list Julia Hafftka-Marshall, and Stephen Kapusniak as "Exused".
 - b. MOTION: "...that the AIACNY Board approve the meeting minutes for the April 10, 2008 meeting of the AIACNY, as amended."
 - i. Moved by: Timothy Ebner
 - ii. Seconded by: John P. Goodman.
 - iii. Approved
2. Treasurer's April Report:
 - i. Reviewed
 - ii. Move Internet expenses etc. down one line
 - iii. Gas and Toll expenses for lobby day are reimbursable.
 - iv. Any new members? Growth can only be charted through the Membership committee, and not through the Treasurer's Report
 - v. National Convention
 - vi. MOTION: . that the AIACNY Delegates(s) to the National AIA Convention are authorized to be reimbursed for up to a combined total of \$1,000 of approved expenses, which may also be applied Chapter Members who are conducting Chapter Business at the convention
 1. Moved by: John P. Goodman.
 2. Seconded by: Julia Haftka-Marshall

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3. Approved
- vii. Treasurer's Report
- viii. MOTION: "...that the Treasurer's Report for April 2008 be approved."
 1. Moved: Robert Johnson
 2. Seconded: John P. Goodman.
 3. Approved

3. PROGRAM

- a. May 30: Eileen Clinton of Brown & Brown, hosts a seminar regarding risk management in LEED certification projects.
- b. June 16: an ARC seminar is scheduled to be at CNS Engineers
- c. MOTION: "...that AIACNY provide up to \$100 worth of refreshments for the June 16th program."
 - i. Moved: Louis Boisnier
 - ii. Seconded: Julia Hafftka-Marshall
 - iii. Approved
- d. E-mail notice of the events
 - i. Early notices of events will be sent out to our e-mail addresses.
 - ii. Reminders should be sent out 10 days ahead of the event.
 - iii. An additional reminder should be sent out closer to the dates of the events.

4. RESOURCE CENTER

- a. Schedule
 - i. May 14, 2008: Woodford Brothers
 - ii. May 21, 2008: Paragon Supply
 - iii. June 11, 2008: Stego Industries, Vapor Barriers.
- b. Display Boards of previous Design Award winners are posted on the walls of the Resource Center.
- c. The Last Seminar held at the Resource Center was completely filled. There were some people standing.
 - i. We may need to occasionally use another meeting space at some time in the future, but not now.
 - ii. We need to hand out membership packets, applications at Resource Center events.
 1. Steve Kapusniak will be asked to put 10 packets together.
 - iii. Membership Surveys were on the tables at the last event.
 - iv. Discussed whether we should charge non-members for attending big events.
 - v. Do we want to start charging all attendees for the lunches?
 - vi. Someone must introduce the speaker, and ask for a show of hands as to who are AIACNY Members, and who are not Members.

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Membership information packets should then be given to non Members.

- vii. Continuing to clean up the appearance of the Resource Center
- viii. Perhaps have vendors become sponsors, for a higher fee, that gives them two luncheons and a mention in the Newsletter.

5. NEWSLETTER: Comments regarding the Monthly newsletter included:

- a. We should announce new AIA members
- b. The newsletters should be included in the Web Site.
- c. News about the design award winners should be passed on to the Newspapers.
- d. Announcements of new Board Member should be passed on to the Newspapers.

6. SPONSORSHIP

- a. Jim Miller and Carlton Holmes have been working on recruitment of sponsors
- b. The list of sponsor benefits should be put together and given to Carlton and Jim.
- c. List of our Sponsors might be posted on the wall of the Resource Center.
- d. We will ask Jim and Carlton to give us a report at our June Meeting.

7. WEB SITE: www.aiacny.org

- a. We have an available sponsorship window on the Website.
- b. Need a better linking of Newsletter and Web site
- c. The Awards Imagery has been sent out to be "mounted".
 - i. Resizing the images
 - ii. We should require 1 to 2 Meg JPGs images
 - iii. Form to fill out for the Project Submission
 - iv. Perhaps have a separate file for use on the Web site.
 - v. Robert Haley will produce a format.
 - 1. Web Site Consultant has been asked to post a sample.
 - vi. Robert Halley will discuss with the web site consultant the benefits of using Power Point format for the Web site.
 - 1. We can scan hard copy submissions by those who do not use computers.
 - 2. Ask consultants to work with our monthly schedule
 - vii. Lisa Maynard volunteered to format the images
 - viii. We should list our members, and member firms.

8. DESIGN AWARDS COMPETITION: Lisa Maynard of King & King Architects, pllc made a presentation of the Request for Submittals to the Design Competition.

- a. Suggestions for the Design Award Request for Submissions

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- b. Lisa volunteered to help Wayne La France in the preparations for the AIACNY Award Celebration.
 - i. Focus on the Dinner and Organizing tasks
 - ii. The proposed theme is: "Tomorrow's Skyline begins today".
 - iii. Two new additional institutional categories are proposed. They are
 1. Education & Health Care
 2. Sustainable Design
 - iv. One Hundred other architects have been found, who are not members of the Chapter
 - v. It is recommended that the Celebration be held at the OCC Great Room. Some of the features include:
 1. The room rental fee is \$300.
 2. Catering is on site.
 3. The design of the building is Award winning.
 - vi. The AIACNY Board will make the decision via e-mail
 - vii. The Proposed date is November 8th: There are no apparent SU Games on that date.
 - viii. Board Members are to review the Categories, Place, Date, Entertainment, Music, and Question Marks in the Proposals.
 - ix. Joe will discuss sponsorship issues with Jim Miller and Carlton Holmes.
 - x. Speakers, may get some money from AIANYS. Two potential speakers are:
 1. A Comedian for a fee of \$1,400: 45 Minute Show, customized to generation gap and architects.
 2. Maureen Clemmens \$3,000
 - xi. AIACNY Board must approve awards to individuals other than the design awards
 - xii. Lisa needs responses in a week.

9. LOBBY DAY

- a. Attendees to Lobby Day included: Joe Piraino, Steve Busa, Jamie Williams, Julia Hafftka-Marshall, and Anthony Catsimatides.
- b. Our chapter representatives met with 13 elected officials
- c. Green Buildings, Qualification Based Selection, Corporate Practice, Historic Preservation were the main topics of discussion. Discussion of the Wicks Law Reform occurred with some of the legislators.
- d. Some issues dealt with the differences between Up State and Down State.
- e. Headquarters were set up in a Hotel rather than in the Legislative Office Building.
- f. John P. G will contact the AIANYS with our suggestions for changes to Lobby Day.

10. Golf Outing:

AIA/CNY Chapter
State Tower Building,
109 S. Warren Street
Syracuse, NY 13202
Phone (315) 475-8563 Fax (315) 475-8563

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- a. Some inquiries has been received from women asking about signing up as a women's team.
- b. May 28th is the date for the event.

11. AIANYS

- a. June 18, 2008: Is the next AIANYS Board Meeting
- b. June 19 and 20: AIANYS Board Retreat
- c. We are still not getting meetings minutes of Executive Committee Meeting

12. AIA National Convention:

- a. Our Delegate should only be a Board Member,
- b. John P. Goodman. is planning to attend the Convention as our voting delegate.

13. ADJOURNMENT:

- a. The Board of Directors meeting of May 8, 2008 was adjourned. There was a quorum present at all times and I certify that the resolutions shown in the foregoing minutes were duly moved, seconded and adopted and that I personally was present at all times. It is the intention of this certificate that each resolution may and shall read to include the prefatory statement: "Upon motion duly made and seconded, it was resolved".
- b. Moved: John P. Goodman.
- c. Seconded: Robert M. Haley
- d. Approved.

Respectfully submitted,

Timothy F. Ebner, AIA
Secretary