



ASLA INDIANA

January 2019 EXECUTIVE COMMITTEE - MEETING MINUTES

Location: HWC, 135 N Pennsylvania St #2800, Indianapolis, IN

Date: Wednesday, January 9, 2019

Call-In: 800-377-8846 Participant: 97892164 Leader: 34193848

Attendance: Julie, Randy, April, Christi, Marc, Sarah, Camille, Pat, Kris, David

On Call: Tammy, Adam, Jonathan, Joe

APPROVAL OF DECEMBER MINUTES

Please Review Action Items!

Motion to Approve December Minutes: Randy

Second: April

All Approved

OFFICER REPORTS:

President – Julie

Trustee – David

Treasurer - Christi & Monica

Review/Approve INASLA 2019 Budget

Motion to Approve INASLA 2019 Budget pending changes to golf outing and PR trip: Christi

Second: Kris

All Approved

Action Item: Christi - Review golf outing and PR line items for 2019 budget at next meeting

Audit – To be completed 120 days after close of year.

Julie to start process - print request at the bank for all transactions between Jan 1 and Dec 31

Action Item: Jonathan - put together PR post for INASLA to share on grant we received to help pay for lobbyist

Approval of Officer Reports (*see attached*)

Motion to Approve Officer Reports: April

Second: Christi

All Approved

COMMITTEE REPORTS

Sponsorship – Christi/Randy

- Reviewed whether or not to include lobbyist sponsorship in overall sponsorship packages or keep as individual item. The thought is our major sponsors (venders) do not get a benefit from lobbyist. Individuals and firms directly benefit from the lobbyist and may be willing to sponsor.
- Jonathan is hesitant – Illinois tried this method and did not have very many sponsors for the lobbyist.
- If you buy in at the top two tiers of sponsorship you can have the opportunity to host a quarterly happy hour event.
- Christi is going to look into paypal account as option for processing credit cards. She would like to find a better method than using eventbrite. Julie will ask the bank as well.
- Julie suggests raising fee for a la carte options so packages look more appetizing.

Action Item: All - Review sponsorship package. If you have comments send them to Christi by the end of day

Tuesday, January 15th.

Sponsorship Committee:

- Randy (chair), Julie, Christi, Sara, and Marc
- Sara will be in charge of master contact list of sponsors
- Christi will keep excel file on Google drive of what sponsors have signed up for what event

Action Item: All – Check if you have access to Google drive. If you do not, let Brett know and he will make sure you do.

Public Awareness – Shannon/Sami

Public Awareness Summary – April

- National ASLA will have some topics to push during World Landscape Architecture Month (March)
- April has signed us up for earth day.
- If you have any ideas for public awareness in March let Shannon know
- **Action Item: Shannon** – come to Feb and March meetings in prep for World Landscape Architecture Month

Shannon main POC while Sami is on maternity leave

Recent Posts:

- Various holiday posts
- Clair Bennett Video Premiere
- ASLA Honors and Awards Submissions
- PR Summit

Upcoming items to post about:

- ASLA Diversity Summit LOI deadline (Jan 18) (Summit itself is May 17-19)
- Newfields Horticulture Symposium (Feb 9)
- IPRA Conference, French Lick (Feb 19-21)
- Land Collective Job Posting
- Arrival of Baby Sullivan (TBD)
- Social event – send information to Shannon for social media
- Exhibit Columbus (January 19th)

AIA – Sarah/Marc/Camille

Sponsorship Happy Hour is to be combined with first quarter membership happy hour

- Can use the allocated \$1,200 for sponsorship happy hour for this joint event
- Plan for 30 – 40 people
- Wednesday February 27th
- Action Item: Kris** will create save the date graphic for the event when it is finalized.
- Action Item: Julie** will send out invitation to membership from her email

Emerging Professionals – Julie/Joe

Purdue Career Fair – February 8th

Ball State Career Fair – February 25th

Schedule Portfolio Reviews – Any interested ExComm Members?

PU Dates: 1/24 at 4:30 PM (*Julie volunteered*)

BSU Date: 2/7 at 3:30 PM (*April and Kris volunteered*)

Action Item: Shannon & Brett – Email / post on social media about reviews happening at Purdue and BSU. Goal is to have 5 professionals to do the reviews at each event. Have people email the **INASLA secretary email** if they are interested.

Purdue Upcoming Events:

Meetings are every other week starting Jan. 25th

Career Fair Feb. 8th
LABASH April 4-6
Springfest April 6-7
Chapter Elections – Beginning of March
Junior/Senior Send off - TBD

Government – Jonathon

Update: Legal requirements for how funds go to lobbyist fees –

- *Transparency requirements?*

Rethink 65/70 – Call to Action from ULI

March 2018, letters to Governor, INDOT Commissioner, Mayor Hogsett, and Indy MPO

Action Item: Julie send to Brett & Shannon to email / post to membership

Advocacy Day - Student Registration opens January 15

David to request space for BSU & PU Chapter Presidents

Include update on invasive plant rule

Action Item: Jonathan – Type up blurb to use in PR on what lobbyist is up to prior to 2/10

Annual Meeting – Tammy

Location/Date Updates –

- 3 options - The Alexander (max capacity 200), Carmel Hotel, State Museum (some limitations for main gathering space, vendors are separated a little bit, and it cost more than the other two venues)
- Discussion on whether or not to separate awards out the day before. Other option would be to decrease awards descriptions.
- **Action Item:** Annual meeting committee to put together two suggestion and send them to the committee to vote on. Need locations, dates, and theme to vote on. **Must select venue/date at next meeting to know for roll out of sponsorship form (2/13).**

Theme – Brainstorming session for Annual Meeting Committee?

Action Item: Julie to reach out to Katie to discuss awards. Need graphics from 2018 winners to post on social media and use on the website.

Fellows – Katie

Nominations due January 31st

Membership/Communication – Brett

Sending Emails from INASLA – provided as google suite item through Square Space

- Sign into INASLA account through square space, emails are sorted on the left side by email, but all should be forwarded to someone

Membership: 10 renewed, 6 lapsed, total 194

Golf Outing – Pat

Top Golf Update – Will give update next meeting

Continuing Education – April/Kris

Sponsor/Vendor CUE Opportunities – Light Source Space Available, BoMar would like to give first CEU presentation

- What would we need to get CUEs Approved

Action Item: Julie to talk to Kris and April on CEU approvals for CEU hours

Secretary – Action Item Run-through

Baby Watch – Due in March, Kris to be substitute secretary ☺

MISC - Joint event with AIA to celebrate newly licensed Architects and Landscape Architects is a go! AIA typically hosts at the war memorial.

Action Item: Sarah will talk with AIA about details

NEXT MEETING:

February 13th, 4:00 pm

Location: Hitchcock Design Group, 363 N. Illinois Street, Suite 2, Indianapolis, IN 46204