



Indiana Chapter

MEETING AGENDA

Location: Irrigation Design Source

Date: Wednesday, September 24, 2014: 4:00-6:00pm

Welcome and Introductions

Michelle Taggert, Jonathan Geels, Brett Schlacter, Dan Liggett, David Gorden, April Westcott, Katie Clark, Drew Braley, Stacy Haviland, Brian Staresnick

Approval of Minutes: August EXCOM meeting minutes (see attached)
Minutes Seconded and Approved

OFFICER REPORTS

President's Report - Stacy Haviland

- Job Creation Committee Meeting

Licensing Board Meeting /State Jobs Creation Committee

Deb Schmucker contacted us with Licensing Board.

October 16th Meeting on whether we need to update our license. This is happening to all professions.

Stacy meeting with Jason Shelly and Les Smith on October 8th to prep for meeting. David Gorden and Brian are invited as well.

Action Item: Stacy will be in touch with National for canned information. (Economic impact, streamlining licensing procedure. Stacy to invite Brian. Stacy to reach out to others like Meg torrow for more information.

- Funds from Indiana Federation of Landscape Architects

Joann Green still has these funds. Just over \$1000. Money will be sent to us in form of cashiers check.

Action Item: Stacy to ask for Joann to send us a letter explaining the transfer. Drew to deposit to reserve fund.

- LASN Yearbook - summary of events

October 7th Deadline. Send photos.

Action Item: Stacy email April about this. April and Michelle will take care of it.

Getty Images contacted us about a copywrited Image that has since been removed. Be aware that pirated photos

Trustee's Report - David Gorden

Dave is joining the National Public Relations & Communication Advisory

Committee.

Goto Annual Meeting!

Action Item April: April to write up the news for Facebook and share with Brett for website.

Treasurer's Report - Drew Braley

- See attached report

Resubmitted new checks

Sponsors and awards entries all deposited.

50% of Butler fee was paid.

Drew inquired on CD account. Decent rate was locked in so leaving as is.

Seconded and approved Treasurer minutes.

STANDING COMMITTEE REPORTS

Nominations Committee Update - Brian Staesnick

- Voting ends Oct. 4th

30% of membership has voted thus far.

October 13th we will know the results.

Action Items: Brian to email results to Exec Comm before annual meeting.

Stacy to verify results online as well

COMMITTEE REPORTS

Membership Report - Brett Schlachter

- New Members - 4
- Members Lost - 5
- Current Roster - 190

Chapter Communications - Brett Schlachter

- Website Visits
 - Sept 68,460 unique visitors
 - Aug 110,526
 - Jul 114,480
 - Jun 118,008

- 8/27 Newsletter
 - 87 read out of 189 sent

Currently sent to members, not non-members. Non members include old members and vendors.

Gold outing email was sent to 340 people.

Action Item: Katie to Email to be sent to everyone and not just members. Brett to send early in the morning and middle of the week.

- Facebook

- 518 Likes
- Top Facebook post reached (see attached screen shot)

Action Items: Everyone share INASLA posts with their companies.

Share sponsor items.

Drew to add to list that we should discuss adding this to the budget for next year.

Cross platform promotion: We need to link this.

Twitter presence: Have a hashtag presence at annual meeting?

Action Item: Brett to Check out cross promotion to ASLA gmail account

Annual Meeting - Jonathon Geels

Action Items:

Jonathan send list of items to complete to Stacy

Spread the word.

Exec Comm please share notices and facebook promotional banner.

Jonathan to write a press release and send to Indy press the week before. (Send a copy to April)

April to send to Butler PR group.

April to have Declaration and Signed and picture.

Jonathan to complete a final outline of day and lunch to share to Exec comm (Katie, Stacy, April)

Jonathan to send Katie slideshow agenda

Jonathan to coordinate videographer and photographer for the day.

Exec Comm please sign-up for annual meeting

Jonathan to talk to Sean Rotar about annual meeting.

Jonathan to change Eventbrite to have deadline be the 10th.

April to make inserts for agenda

April to ask for photos from all of the speakers

Jonathan to give Clair Bennett Award info to Sean Rotar

Katie will follow up on Clair Bennett Award info and photos and get to Jonathan etc.

Jonathan send list of items to complete to Stacy

Stacy to check on name badges quantity

April to invite others for 5 minute allied professions

(IMA, Indiana Landmarks, Central Library, Outside the Box)

Stacy to look into INPAWS award

Jonathan to reach out to every speaker on what they need or not need, where to park, etc.

Action Item: Michelle to coordinate with Brian and Katie for presentation Have a table with committee sign-up sheets.

Continuing Education - April Westcott

31 Events this year so far this year.

197 credit awarded to far this year.
30% increase from last year.

Action Items: April to add Inpaws
April to add IMA Horticulture Symposium Feb 21st. Get in touch with Mark.

Golf Outing - Catherine Puckett

- Highland Golf and Country Club, October 2nd
- Registration deadline this Friday
- Currently only 14 golfers

Action Item: Exwec Comm: This is for sure going to happen. Keep promoting.

Executive Director Committee – Brian Staesnick/Michelle Taggart

- Presentation at annual meeting

Michelle believes we should encourage volunteerism in the membership

Action Item: Michelle to coordinate with Brian and Katie for presentation Have a table with committee sign-up sheets. (Listed above in annual meeting list as well)

Awards Committee – Katie Clark

- Student award jury- October 1st conference call
- INASLA professional design awards

Action Items: Exec Committee members who want to do this, Talk to Katie about being on this conference call or to get emails.

Old Business

- Claire Bennet Award nominations
- Each One Reach One (see attached list)

ACTION ITEM EVERYONE CALL PEOPLE ON THEIR LIST: List presented. Everyone to call 15 people on their list. Remind each one of annual meeting and ask if they have been getting emails. Everyone email Stacy when list is complete.

New Business

- INASLA display board for INPAWS conference (Nov. 1st)

Action Items: Stacy to investigate on the opportunity of a new display for INPLAWS with Michelle and propose to the group.

Michelle is offering to help since she will already be there. She can use slideshow from annual meeting.

Take Declaration as well.

- Monumental Awards Ceremony (Nov. 5th) – sponsor a table for \$1,500?

Action Items: Stacy to email April about criteria changes. Stacy to look into this as well for event.

Hearts for a Cause

PLEASE ATTEND! November 7th

Meeting Close

Next Meeting:

Emailing approvals will happen until annual meeting.

Action Item: Brian Staresnick to schedule the next ex com meeting.