



## Indiana Chapter

### 2012 Executive Committee

The Indiana Chapter  
American Society of Landscape Architects

### Meeting Minutes

ExCom Retreat - January 7<sup>th</sup>, 2012  
Ball State Alumni Center, Muncie

In attendance: Fred Prazeau, Scott Siefker, April Westcott, Glenn Bayfield, Daniel Syrus, Jonathan Geels, Cory Daly, Josh Schmackers, Catherine Puckett, Stacy Haviland, Malcolm Cairns, Laura Garrett

**Called to Order @ 9:30am by Fred Prazeau**

### GREETINGS

#### **Why are we here?—Group Discussion**

- Professional obligation/responsibility
- Professional network
- Get to learn new things, rejuvenating, refresher
- Want to execute ideas, and get things done
- Outreach to community – Scout patches, giving LA Magazine to 4<sup>th</sup> Graders
- Bring awareness to community
- Representative in neighborhood
- Create link between profession and students
- Participate/involvement
- Act/execute

### DECEMBER MEETING MINUTES

- Laura Garrett motioned to accept the minutes with revisions suggested
- Cory Daly seconded
- Motion carried unanimously

### HOLIDAY RECEPTION SUMMARY

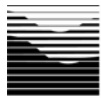
- Great event--well attended!
- Suggested that we allow as many guests as people want until next year
- Managed to get two corporate sponsors--took four phone calls to get that accomplished, but was helpful.

### UPDATE ON TITLE CONVENTIONS—Fred/Cory

- New universal nomenclature for Landscape Architecture - PLA or Professional Landscape Architects
- Cory Daly gave summary of concerns regarding new nomenclature
- There might be confusion if ASLA suggests something and CLARB suggests something else
- Concerns that CLARB should send out information of change
- Wouldn't be a problem to change language in registration information, but CLARB should do it, not ASLA
- Response from ASLA is that RLA is a customary designation with flexibility, so legally you aren't required to use that acronym except on the seal
- Josh Schmackers relayed that engineers have "Registered Engineer" on their seals

**ACTION ITEM: Cory, Scott, and Fred, and Katie will dialogue about it, and get together with members of PLA board (Deb and Les) to discuss how to handle this**

### SUMMARY OF EXAM CHANGES



## Indiana Chapter

- Discussion regarding how to get information out to members
- <https://www.clarb.org/Candidates/Pages/2012LAREChanges.aspx>

**ACTION ITEM: Fred will get with Katie to send the link of changes to exam on CLARB website to chapter**

### **PRIORITIES FOR THE YEAR**

What priorities must be established to achieve greater success in serving our members?

- **Engaging Student Chapters**
  - Student liaison as a member of the board
  - Invite President and Vice President to all meetings
  - Comp. their attendance to annual meeting
  - INASLA president host meeting at school
  - Ask students to come work at annual meeting--introduce speakers, sign people in, etc.
  - Chapter should engage students, not students engaging chapter
  - Host annual golf outing in Muncie or Purdue
  - Comp. student membership
  - Video conferencing to get students at meetings
  - Summary (Invite Leader, Invite to Events, Go to their Events)
  - Catherine Puckett volunteered to plan golf outing at school as first step in getting students and alumni/professionals together
  - Stacy Haviland volunteered to help with communications with students
- **Pursuing FASLA recognition for members on a consistent basis**
  - It seems to be agreed that we should be better about consistently nominating people
  - Should we nominate people who are more active in the chapter, or those who are accomplished designers in the state but may not necessarily be active in the chapter?
  - Chapter seemed to agree that gaining a fellow for the state is incredibly valuable, and it isn't necessarily a deterrent if that person hasn't been active
  - Needs to be a different level of commitment to getting applicants in
  - Possibly need to hire a consultant to help craft the application, not uncommon to do so
  - Nominee needs to be asked if they are willing to give information, and help provide content
  - Need to amend by-laws for how to nominate fellows
  - Want to give Fellows Committee guidance as to how many nominees to do each year, and if hiring a consultant is acceptable
  - Glenn Bayfield volunteered to join Fellows Committee
  - Malcolm suggests that everyone go to the Fellows dinner at the annual meeting at least once
  - We have received critique that we have submitted applications in the wrong category before--need to address that since we know it is a weakness
  - Hiring someone to help write it will help with the writing and prevent people from being too humble
  - Nominee has to be equally responsible and committed to application and make a two-year effort
- **Continuing Education Credits/Events**
  - Use video conferencing with both universities for CE events
  - Need to arm Stacy Haviland with feedback and suggestions about what CE events we want
  - Stacy will attend IPLA meeting this month to give INASLA input on how CE's will be handled
  - Want to change CE schedule from 24/2-years to 12/1-year
  - Chapter generally doesn't have a problem with that
  - LACES will review potential CEU, and post whether or not it qualifies
  - April Westcott volunteered to be a guinea pig for going through the LACES process
  - Determined chapter will use LACES to verify all CEU's in the future
  - Will have to pay money to apply on website, but will be reimbursed



## Indiana Chapter

- Stacy Haviland will get chapter LACES approved
- Question: Why aren't all CEU's under the H, S, and W category?
- Response: There are other valid topics that would not receive H, S, and W
- **Glenn Bayfield made a motion to approve LACES application up to 500 dollars**
- **Laura Garrett seconded**
- **Motion carried unanimously**

- **Website**

- Need to have viable website within the next 30 days
- Will come back in February with long range financial plan for website
- Glenn Bayfield proposes a new website using Dreamweaver on Glenn's personal computer to test it out, then move to a server
- Each member of the board can maintain their own part of the website, and will lighten the load on the webmaster
- If we map out website in the beginning, we will save cost
- Until the long term investment is completed, we would still have to move everything through one champion in the group
- Discussion about if we can build from what we have?
- Should it keep the same format, look, etc?
- Do we need a fresh look when we roll out the new site?
- Has Katie Clark redirected the website to the blog?

**ACTION ITEM: Cory, Jonathan, and Glenn will get together to talk through a plan for first and second steps in this matter.**

- **Executive Director**

- History of staff people--AIA person volunteered, Graduate Student, all at no cost to chapter
- Need consistency year to year, hire people within our discipline who may be underemployed?
- Need someone within our niche to be more genuine
- Need authenticity
- What would the job description be for an Executive Director? (
  - Consistency for communications
  - Revenue from sponsorships
  - CEU opportunities, Fellowship Applications?
  - CEU Database?)
- What can we continue to do ourselves?

**ACTION ITEM: Fred Prazeau will form a task force to make a job description**

### Misc.

- Suggestion to develop strategic plan
- Fred summarized goals as Continuing Education, Communication, and Outreach
- Need to help ASLA Members who are unemployed

### Calendar Review

- Thursday, February 16th, 4:00pm-6:00pm - Context Offices, Fortville