



MEETING MINUTES

Attendees: Katie Clark, Scott Siefker, April Westcott, Art Malito, Stacy Haviland, Josh Schmackers, Laura Garrett, Jonathan Geels, Glenn Bayfield, Brian Staesnick, Daniel Liggett

Location: Irrigation Design Source

Date: Thursday, January 24, 2013; 4:00 pm

Call in number: 1.800.377.8846

Leader Code: 82395411

Participant Code: 68407648

Welcome and Introductions

Approval of Minutes: December 8, 2012

- Approval of meeting minutes: Scott Siefker motioned to approve, Daniel Liggett second. Motion approved

Officer Reports

President's report- Katie Clark

- 2012 Chapter Annual Report
 - Highlights of your chapter events (education programs, socials, marketing campaigns, NLAM events, etc.)
 - The Numbers: chapter membership totals (and sections if applicable) and a financial summary
 - Chapter Leadership: the names of your ExCom and committee chairs should be listed
 - Feel free to include attachments such as letters to your governor, event promotions, etc.
 - **Needs to be submitted by February 28, 2013**
- OCRA letter of support
 - Being prepared by Diane Brenner and reviewed by several other local practitioners. Seeking support from AIA, ACEC and APA.
- IFLA (Indiana Federation of Landscape Architects):
 - Organization was formed in 1980's to serve as the legislative body for the



state's practice act.

- Money was raised/ collected to pay for a lobbyist and there is currently a balance of \$1,600 in the IFLA account.
- Joann Green currently deposits \$1 a year and collects the statements. She would like to pass this money along to INASLA for future purposes.
- Indiana Citizen's Alliance for Transit
 - Transit Day at the Statehouse, Wednesday February 13, 2013
 - Sponsorship and display opportunities are available- requested information
- Support for preparation and entry fee for the 2013 ASLA National Awards program
 - Visit Indy is working on the www.walkindianapolis.org submittal
 - Board voted to approve spending \$162.50 to provide half of the entry fee
- Sponsorship event
 - Breakfast, lunch or cocktail reception with membership event after?
 - Shooting for week of February 18, 2013
 - We would need to have a brief outline of all events to include in a sponsorship packet for this event.

Trustee Report- Scott Siefker

- Awards Committee: Exchanged with Wisconsin to judge our awards in the fall. It is now time to review their award submittals.
- Glenn needs to send out the call for volunteers-
- When we reviewed the student submittals in the spring we posted everything digitally. The Wisconsin awards are all digital- we can do the same review process. Looking at 2/7, 11 or 12. February 12, 2013
- Scott, Katie and Glenn will work on advertising the review and the process.

Financial Report- Josh Schmackers

- Support for preparation and entry fee for the 2013 ASLA National Awards program
- Visit Indy is working on the www.walkindianapolis.org submittal
- Board voted to approve spending \$162.50 to provide half of the entry fee
 - We paid the full amount for the ASLA award- Visit Indy was invoiced for half.
- Received a refund from the Conrad for the holiday party.
- Laura Garrett mentioned a need to audit the 2011-2012 Treasurer reports and files: Art Malito will check with Fred Prazneau on the audit procedure used last year.
- Treasurer's now have an INASLA email address.



- Motion to approve the January 24, 2013 Treasurer's report:
 - Laura Garrett motioned to approve the report, April Westcott seconded: motion passes.

Standing Committee Reports

Constitution and Bylaws Committee- Ron Taylor

- Need to begin reviewing the information from the past trustees meeting
- Katie Clark and Scott Siefker will work with Ron Taylor on beginning the process.

Fellows Committee- Fred Prazeau

- The chapter did hire Adam Arvidson to write the 2012 nominations for Deane Rundell and Ron Taylor. Ron's is in the process; need to check on the status of Deane.
- Katie Clark to check in with Fred Prazeau regarding the status of the 2012 nominations.
- We have been made aware that Ken Remenschnider has hired someone to write a Fellows nomination for him. He needs to come to the chapter since the chapter needs to endorse his nomination. Stacy asked him to contact Fred.
- Katie Clark will follow up with Fred Prazeau on this discussion on Ken's thoughts on the process.

Archives Committee- Katie Clark

- A brief overview was given on the past actions regarding the chapter's files and archives.
- No specific action items were assigned but we will revisit this throughout the year.

Committee Reports

National Landscape Architecture Month- Brian Staesnick

- Estimate of \$3,500 for the entire month
- Maybe doesn't make sense to plan and organize several events during the month because participation is lacking.
- Refreshments for event(s) – open studio a la First Friday
 - Focus on First Friday events- allow members to submit works research etc. and have it placed in a gallery. Many people already attend these events so the traffic is already there.



- Printing budget for collateral – flyers/brochures/mailers
- Jonathan is working on activities for northern Indiana. Jonathan will send a calendar of their events and we can cross promote events between the various areas.
- Columbus IN- interested in doing a Parking Day event. Will look into the idea for more information.
- Laura Garrett will check on organizing a tour of the IMA Miller House. Possibly branding the tours in April as Landscape Architecture tour....

Chapter Public Relations- Brian Staesnick

- Estimate of \$6,000 (this has a big cushion because we don't know what to expect yet – depending on how much Dean is contributing, and how much other sponsors like Home Depot donate)
 - Snacks/Water/Lunch for volunteers
 - Event t-shirts for volunteers
 - Inexpensive work gloves, tools (maybe a few shovels, or hammers? – hopefully we can get these donated, but I'm throwing it in here just in case)
- Outside the Box- Empower people with disabilities
 - Looking to transform their outdoor space into a sensory garden. Brian and Dean have worked out a schedule- possibly construct the end of April. Would be two weekends to construct. We can cross promote NLAM and the Year of Public Service.
 - The group has funds to pay for the materials etc. as well as connections to get materials etc. The group is very excited to begin work.
 - Dean Hill- is trying to get a film crew together to film the process and the construction. We would at least have a final film to use for marketing etc.
 - Possibly have a CEU opportunity related to Sensory gardens.
- Schedule hinges on Dean Hill's travel to Indiana
 - April 27th - construction
 - March 9th- final design done
 - February 23- design charrette- mostly with the staff and the leadership and 3-5 of their clients. Film crew will be there to document the process.
- We could ask for sponsorships to help offset the budget amount for INASLA.
- Brian will get with Glenn to put together an email blast for registrations.



Chapter Communications- Glenn Bayfield

- Moving chapter website domain to Star Chapter
- Cost for the domain is \$24.95 per year
 - April motioned to approve the \$24.95 expense for our domain name. Daniel seconded.
- Sending out the February newsletter- first February
- Adding events to calendar as they occur
- Ball State Job Fair
- Added a new page to the 'About Us' section for the public awareness campaign.
- Added a blog page to the site
- Added Holiday Party photos to the website.

Continuing Education

- All sessions are LACES approved.
 - Feb. 4 – Rain Harvesting – Newburgh
 - Feb. 5 – Rain Harvesting – Fishers
 - Feb. 6 – Rain Harvesting – Fort Wayne
 - Feb. 12 – Native Plant Strategies for Drought – South Bend
 - Feb. 14 - Woodland Wildflowers for the Native Shade Garden - IMA
 - Feb. 14 - Don't Be Afraid of the Dark; Shedding Some Light on Designing With Color, Texture and Form in the Shade - IMA
 - Feb. 14 - 10 Months of Blooms in the Shade Garden - IMA
 - Feb. 14 - Epimediums: Jewels of the Shade - IMA
 - Feb. 14 - Shady Characters 101: A Garden Geek's Take on the Woody End of the Darker Garden – IMA
- Working with Angie from Vortex for CEU lunch and learn opportunities.

2013 Golf Outing- Catherine Puckett

- No report

Annual Meeting (Stacy Haviland/Jonathan Geels)

- 2013 meeting- hosting the conference in possibly northern Indianapolis or Carmel.
 - Monon Center
 - People are reaching out for potential learning sessions
 - Exploring different days and times



- Some kind of component that markets the national annual meeting. Could transfer from state to state. Jonathan is working with national ASLA to work through these ideas.
- Call for presentations in March- ask the membership for ideas.

Holiday Party (Brian Staresnick)

- Possibly in 2013 invite the student chapters to the party. Need to deal with the age and liability issues, but it would be a good way to engage with the students.

Old Business

- No old business

New Business

- Supporting We Are City [Summit]- Brian Staresnick
 - We Are City [Summit]- Third Annual summit. Brings together a wide variety of professionals and city leaders. The idea is to help inspire conversation about City building. Celebrates people and project that come up with unique city building ideas.
 - Susanna Drake- confirmed speaker
 - \$1,000 sponsorship- tickets to the Summit, name/ logo on flyers and handouts, website recognition
 - Table this until we develop a yearly budget and have this lump into the specific line item for additional sponsorships.

Meeting Close

- Motion to adjourn: April motioned, Daniel seconded

Next Meeting:

February 21, 2013

4:00 pm