



Indiana Chapter

JANUARY MEETING MINUTES

Location: Fishers City Hall

Date: Wednesday, January 21, 2015: 4:00pm-6:00pm

In attendance: April Westcott, Lana Merrill, Brett Schlachter, Rachel Johnson, Drew Braley, Jonathon Geels, and Mike Reese

On Phone: Jessica Seale, Michelle Taggart, John Ruble, David Gorden, Stacy Haviland

Approval of December/EX Com meeting minutes:

John motioned to approve *amended* minutes. Brett seconded. Motion approved.

OFFICER REPORTS

Trustee's Report (David Gorden)

- Follow up on the ASLA Headquarters discussion from Ex. Com Retreat
- 1/3 of funds have already been raised.
- A challenge was made to the Chapter by David Gorden that he would be a Member of the 1899 Society to take part in the renovation if the chapter does it as well.
- David made a motion to approve our sponsorship at 1899 membership level.
- Discussion: Jonathan recommended a higher level sponsorship.
- Group discussion on Level sponsorships
 - INASLA to put together a proposal for the \$1899 level sponsorship requiring \$633/year for three (3) years.
 - We did account for this amount in the 2015 budget
 - Questions discussed: Is \$1899 what we want to give or do we have the ability to give more?; Are we within the naming rights at this level?; Should we amend the \$1899 motion for a higher level? (next level up is \$5000/Stewardship Level)
 - If we committed to the Stewardship level, the chapter would have a negative yearly balance, but we carry over a balance each year making this proposal feasible.
- David amends motion for 1899 each year for 3 years. This puts us in the Stewardship Society level. Jon Ruble Seconded motion. Motion was approved.
- David added that Indiana has a very good reputation that was mentioned in an email to David yesterday through the trustees. There is an importance to maintain that reputation and example.
- Drew: Goto Website to take care of the National donation process.

President's Report (Jonathon Geels)

Jobs Creation Committee (Stacy Haviland)

Stacy attended in Indy and listened to 5 minutes of discussion over language. Since then, she has obtained the draft. And when she gets the final, she will send it out. Licensure will stay in-tact and investigative fund and allocations were discussed. Stacy sent a copy to Julia Lent at national for her recommendations.

Stacy will notify the Ex. Com. once the final recommendations are sent out later this week. Once the Ex. Com. has a chance to review a copy will be distributed via email to the entire INASLA organization.

Legends in Design (Stacy Haviland)

MJ Meneley contacted us and stepped down and would like INASLA's involvement as a committee person. This person would sit on the committee and help prepare a slideshow for the awards.

- If no INASLA members are interested, we as an Executive Committee need to find someone to fill this position.
- There were only two (2) landscape architects involved in 2014, making this opportunity a great way for someone to get involved.

Ryan Cambridge has reached out seeking volunteer opportunities in the chapter.

Drew Braley –Will ask Ryan Cambridge about his involvement in tis as well as presenting at National and annual meeting. The Legends needs a response by next week.

Summary of Retreat

- A lot of new members.
- If you have questions, please do not hesitate to ask.
- We only touched on budget and sponsorship at the retreat.

Budget and Sponsorship

The committee discussed how to make sponsoring our organization more appealing to our members.

- Michelle Taggart discussed the need for additional sponsorship price options for the annual meeting, specifically for members/smaller organizations not wanting to donate as much.
- Jon Ruble-Likes one day sponsor sheet. Drew, April, Rachel and Mike all agree.
- Jonathan proposes ways to make more appealing.
- Brett mentioned Mike Shanley looking for opportunity to sponsor.
- Michelle asked about Silver Sponsor Level as a separate sponsor.
- Drew mentioned changing language on “end of year term”
- It was agreed upon to change the language on the sponsorship forms and add a few categories and options to make donating more appealing to everyone.

Jonathon Geels to amend sponsorship form and resend out (Eliminate Add on language to allow others to be able to have \$500 silver sponsor without lumping in full amount and will change end of year language.)

A sponsorship happy hour will take place again this year and the executive committee is looking for anyone willing to take on the central Indiana sponsorship committee.

Stacy currently has a master list of all invitees from the 2014 year and will send them via email to Drew, who has volunteered to start getting this event organized. There are still volunteer positions available.

Adding a summer cookout to the budget and sponsorship option was mentioned and already included in the 2015 budget, but there is no specific sponsorship option at this time.

INASLA President mileage reimbursement: We discussed at the retreat the option to add a line item in the 2015 budget for gas to and from meetings, where the president need attend.

- It was agreed upon that it would not be fair to other executive committee members who would not get reimbursed for their travels. It would also be a large expense to allow for everyone on the executive committee to be reimbursed for travel.
- The final decision was to take travel out of the overall budget and any money that was previously set aside for travel will be reserved for the ASLA Headquarters \$1899 level sponsorship.

TREASURER’S REPORT (Drew Braley)

Increasing Headquarters renovation to \$1899 for 3 years needs corrected.

Government affairs summit added to budget. ASLA offers sponsorship for chapters who apply. Eliminates need to vote on this item in the future.

Does this need to be a zero balanced budget? Per bi-laws? Stacy cautions that being a non-profit, we do not want to appear to be making money. Including the 1899 Sponsorship, we will be at a negative. It was agreed that we should be fine with it the way it is. Mike asked how differentiation of golf course and similar events cost affect the budget. Clarification on how that is averaged was discussed.

John Ruble motioned to approve this year’s budget pending travel line-item changes and ASLA Headquarter changes. Brett agreed and seconded. Motion was approved. Annual Budget was approved for 2015.

Drew to remove Stacy Haviland from Old National Bank account and add current president, Jonathon Geels.

STANDING COMMITTEE REPORTS

Fellows Committee Update (Katie Clark) per Jonathon Geels with information from Katie
We are currently moving ahead with three (3) fellow nominations.

Sean Rotar and Malcolm Cairns to help with Les Smith's application.

Annual Meeting Committee: (Bill Kincius)

INASLA hosted the first annual meeting committee! By the end of February/early March, we need to have a venue selected. This is the first priority of the committee.

- If anyone is interested in speaking at the annual meeting, please come to one of the meetings.

Membership Report: (Brett Schlachter)

- Current Roster – 189
- Gain 3 / Loss 6

Chapter Communications: (Brett Schlachter)

- Emails to Expiring Members
 - There was no feedback from the executive committee after review of Brett's draft email.
 - **Brett to start sending these emails to expiring members.**
 - Jonathon wrote personal letters and got good feedback.
 - We agree the form letter would suffice and take work off of Jonathon.
- Jan 16th Newsletter
- A lot of emails in response to email volunteering.
- Our newsletters are attracting those from other chapters.
- Non-member to newsletter list
 - **Brett to set up a membership@inasla.org email address and remove Stacy from office@inasla.org email list.**

Chapter Public Awareness: (April Westcott)

April spoke at the National Awareness Campaign in January and discussed the importance of using social media to show the events and activities INASLA has been involved in. It was recommended to use facebook as an outlet to gain more interest in our organization.

- Going for Landscape Architecture Month at a State Level this year.
- **April will go over plan of action on social media with Brett.**

Continuing Education: (April Westcott)

- April recently got the horticulture symposium approved for credits.
- Many events through Purdue grounds.
- Both Northern ASLA Meetings are approved
- Kuert Concrete events are being reviewed.
- **April to send Jonathon main contacts at Ball State and Purdue**
- **April to follow up within Northern Indiana LA Group Contact Pat Brown regarding backlog of credits**

Old Business

Briefly touched on in lue of time. Will go over again in February (if necessary)

- Goals for the Year
- Committee Assignments
- Calendar of Events
- Review of Action Items

New Business

Prop 250- Billboards in Indiana

- We need to get word out to our members about this proposition and let them know where we stand as an organization on this issue.

Government Affairs

- Summit application due at end of month.
- Opportunity for us to host 2015 GA Summit in Indiana and further showcase our chapter and work done in State
- **Jonathon to put application together and send out**
- Rachel expressed interest in being on the committee. Jonathon recommending her as chair.
- GA Quarterly Webinar to follow summit applications.
- Discussion to have a state Advocacy day with our local government.

Golf Outing

Mike Reese heading the golf outing for 2015. He is looking at having it mid May or July to avoid overlapping other organizations events.

- We discussed coupling the event with our annual meeting but found it would be difficult for people to take more than one (1) day off from work for these events.
- If anyone is interested in helping Mike with organization please reach out to him.
 - The goals this year includes: making the event bigger and better by planning better and marketing more.

Sponsorship Happy Hour not coordinated yet.

- Nothing has been planned yet.
- Jonathan committed to Northern Indiana event.
- Stacy discussed what they did least year. She sent master list to emails and RSVP.
- Drew and Lana will coordinate date and time.
- Target February 25th as happy hour event in Indy.
- Stacy to send sponsorship list to Drew.
- Jonathan to email about setting up Skype name for ASLA or look into google hangout for gmail.

Item of Note: Stacy Haviland is going to be working at the City of Ft. Wayne in 3 weeks.

Meeting Close

Next Meeting:

February 18, 2015 – 4:00-6:00pm.

Location: TBD