

SCASLA Executive Committee Meeting #1

October 28, 2016

Attending: Josh, Kathleen, Sarah, Holley, Christa, Christina, Maria, Bill, Clint, Andrew

Minutes:

- I. **Welcome** – Josh
- II. **Minutes** – Christa
 - a. Kathleen motioned to approve, Bill seconded. Passes unanimously.
- III. **Trustee Report** – Bill
 - a. Approved annual operating plan and policy changes. Discussions about climate change statement.
 - i. Chapter impact: new chapter model constitution and bylaws passed. Expect National to distribute these changes to chapters soon, and the SC chapter will need to review and approve them.
 - ii. No other big news to report.
 - iii. Bill will do a written trustees report.
- IV. **Treasurer Report** – Natasha
 - a. Plan to move \$20k from checking to savings.
- V. **Public Relations** – Jamie
 - a. Not on call
- VI. **Advocacy** – Holley
 - a. Grant for advocacy video submitted at the end of September, with announcements expected in mid-November. Responses are expected to come to Kathleen or Josh. Holley will reach out to Elizabeth with National to see if they have a tentative announcement date.
 - i. Advocacy Day is late March. Andrew Hargett is very interested in serving on the advocacy committee. Otherwise, the committee will stay more or less the same as last year. Holley plans to reach out to low-county for members next week.
- VII. **Membership** – Kathleen
 - a. We have 198 members. Thanks to Bill for recruiting from his office. Believe some came from the New Orleans conference. Please remind recently departed members to renew.
- VIII. **Website** – Sarah
 - a. Budget includes Chris Rosenberry's services; he has completed all of the work in less time than expected (13 hours), so this is under budget.
 - b. Cleaning up emails. Deleted anyone who has not been active since 2006. Sending request for short bio and headshot.
 - c. Sponsorships –will send an email for review with a due date. Earlier is better in order to get on sponsors' schedule.
 - d. Add honorary members to roster on website: Bessie Chapin, Jim Chapin, etc.
- IX. **Leadership Retreat** – Josh

- a. November 18 – 20, Fripp Island: Able to attend? All on call can attend. House is still a go despite Hurricane Matthew, but recreation center is still not open for Saturday afternoon's guided kayak tour. Expect to know more soon. Annova to sponsor dinner on Saturday night. Paver Systems to present at Saturday lunch. Cook out on Friday night. Will clear out on Sunday. Bring your kayak! Be there on Friday in time for dinner.
- X. **Southeastern Conference** – Kathleen
- a. NC, GA, VA – have not yet signed contracts with venue or hotel: June 8-10, 2017. Friday @ Conference Center for sessions. Tours on Thursday and Saturday at Embassy Suites. Southern Latitude is theme, can cover lots to do with climate, etc. under that theme. Draft sponsorship package set-up, but are still working out details. Conference calls every other week for the two representative from each chapter to discuss speakers, sponsors, budget, etc. NC chapter handed out cards to vendors at the national conference. Looking for someone talented in graphics, could use some help to develop graphics for materials.
- XI. **Regional Chair Reports** – Chris, Patrick, Maria
- a. Maria – Lunch and Learn before end of year, topic envisioned to be on lighting, trying to work out the LACES details.
 - i. A social was put on hold with Annova due to the hurricane. Maria will follow up to see if one can be rescheduled.
 - ii. Typically sponsors pay \$300 for regional event, and buy the meal. SCASLA provides promotion and attendees.
 - iii. Anna Dean, Hardscape company seeking attendees for an upcoming AIA continuing ed event. Maria will send out an email to membership.
 - b. Clint for Chris – Annova sponsored social on November 17 at Mac's Drive In
 - c. Obligation to past sponsors to host regional event. Have mentioned it several times to several sponsors, but so far they just haven't followed through. Want to make a best effort to coordinate and honor commitment. Would also like to take care of it by the end of the year, because that falls back into other sponsorships. Reach back out one more time, remind that we're in the fourth quarter, and offer to host a holiday social. January 31st makes a convenient time, because the calendar resets on February 1. Natasha leads this because she has the relationships.
- XII. **Committee Positions** – Josh
- a. Past Presidents: Kathlee, Chair, Holley member; Possibly Barry Anderson, Amanda Barton, David Stack as additional members. Holley wants to stay on the committee. Kathleen will reach out to Barry and Amanda. Andrew will help reach out to Stack.
 - b. Annual Committee: Clint, Chair; Kathleen. Need for coordination with region and sponsorship. Pull in helpers as needed.
 - c. Advocacy: Holley, Chair; Patrick, Fred, Kyle, Edward, Jamie.
 - d. Public Relations: Jaimie, Chair; Sarah, Christa, Andrew Cheatham, Kathleen Duncan, Jessie Solomon
 - e. Membership: Kristina Harvey, Chair; Andrew Hargett, Olin Smith
 - f. Sponsorship: Natasha, Chair; Sarah, Allan Schildknecht, Erika Meuller, possibly Olin Smith
 - g. SCASLA Chapter Awards: next year

- h. Fellows Nomination: Padua, Mark Baker nominees: Lyckee; Chair; Kathleen, (Ann Looper Pryor – possibly to be invited, honorary member), Bill, Ed Pinkney
- i. Regional Chairs: Considering having two chairs for each region
 - i. Upstate: Chris Watson and pos. Edward Kinney
 - ii. Midlands: Patrick and Scott Holder
 - iii. Low Country: Maria and either Chris or Kelly Canes (Jaimie to reach out to Chris)
- j. Audit Committee: Duane, Chair; Angelike (pos), Tipp (pos), Rick Huffman (interested in getting involved in any committee)
- k. Continuing Ed: Secretary or other
- l. Student Contact: Danni Noonan, but will change soon
- m. Emerging Professional: Erika Mueller; Chair
- n. Special Project (video): Kathleen, Chair; Ann Looper Pryer, Ravin, potential students and associate la involvement for youth perspective

XIII. Vacant Positions – Josh

- a. Secretary: Kathleen motioned to place Christa as Secretary, Maria seconded. Andrew abstains. Kathleen motioned to extend secretary position for an additional year, in order to stagger with Treasurer position vacancies, Bill seconded. Unanimously passed.
- b. Bylaw changes upcoming, consider the possibility of making office of president a two-year term. Other chapters typically alternate years between past president and president elect positions to support the current president. The first year after a new president, the position is held by the past president.
- c. Nominate Erica Mueller to fulfill the remainder of Clint's position (one year), seconded by Bill. Vote carries unanimously.
- d. Executive Committee vacancy: Nominate Sarah Marrs, Kathleen nominated. Andrew nominated Olin Smith. Vote for one candidate, Roll call vote: Josh, Sarah; Kathleen, Sarah; Christa, Sarah; Maria, Sarah; Bill, Sarah; Clint, Sarah; Andrew, Olin
 - i. Josh will reach out to Sarah

XIV. Adjourn