



Idaho-Montana Chapter
of
American Society of Landscape Architects

Executive Committee Meeting Minutes
April 4, 2007 @ 1:00 MST, 12:00 PST

Teleconference Attendees:

1) **Call to Order:**

A. **Present:** Keith Dixon, Molly Shanahan, Bill LaRue, Jolene Rieck, Eirik Heikes, Jim Mihan, Kent Watson, Fred Ogram
Absent: Jon Mueller

B. **Approval Prior Meeting Minutes** – Motion made by Eirik and second by Jolene to approve February meeting minutes. Note made by Kent to adjust meeting minutes to include his meeting with John Tester staff.

2) **President's Report** – Keith Dixon

- A) Chapter membership status:
1. Current chapter membership: 103
 2. New Members: 0
 3. Lapsed Members: 0

Trustee Report - Jon Mueller: Going through refinance process on ASLA building. Focusing on lobby efforts coming up the end of this month. They are also pushing 50 by 2010 goal to get all 50 states licensed by 2010. And, lastly, they are starting to emphasize working locally with legislative individuals and delegations to protect "Our Turf."

3). **Treasurer's Report** – Bill LaRue: Balance: \$24,900. Eirik would like to be paid in advance for the hotel and plane expenses to Washington D.C. for the mid year meeting (which has already been paid by Eirik). The receipts have been forwarded to Bill. Keith felt no reason why Eirik shouldn't be reimbursed up front (\$1,078.00). A complete expense report will be filled out by Eirik upon returning and an adjustment made if needed.

- a. Investment Account status: To be reviewed at a later date.
- b. Financial Report: Distributed separately.

5) **Section Activity Reports**

- a. Northern Lights – Jon Mueller & Keith Dixon;
 - School educational project "LA Kids" : Jon & Keith are all but finished with the program. We are finalizing the finished product. We will find a way to share with national and chapter during LAM. More information can be found on the Winton Elementary school website:

<http://www.cdaschools.org/winton/Landscape%20Architecture%20for%20Kids.htm>

- b. Olmsted Group – Jim Mihan; Next meeting is the second week in April.
- c. Western Montana – Kent Watson; See Rendezvous info below.
- d. Eastern Montana – Eirik Heikes; to attend CPC in DC the last weekend of the month in place of Keith and Jolene who are unable to attend.

6) **Liaison Officer's Reports:**

- a. Idaho Board: Keith; no report
- b. Montana Board: Jolene; Shelly Engler is the only person that has applied for board position leaving one more board position open. The Montanans will pursue other folks to appoint to the position. The governor has signed the bill. Our lobbyist returned \$500 of the \$2,000 contract for his services due to the ease of the process and all the help provided by Jolene.
- c. QBS: Jim Mihan; no meeting this month
- d. Idaho Forestry Council: Doug Russell; no report
- e. Idaho Smart Growth: Jon Breckon; no report
- f. Historic American Landscapes (HALS): Kent Watson – MT, Jim Mihan – ID; See report on website.
- g. Surface Transportation Partnership Program: Eirik & Jim; Jim will write a one-page summary for the package.

7) **Old Business:**

- a. News Letter – No responses to employment opportunity for chapter media liaison. Using Constant Contact web site to as a communications tool for members of the chapter. While this will not replace newsletter it is more predictable and easier to put together than the newsletter. Keith will do a test e-mail this week or next. Please respond with comments, good or bad.

Jim sat down with Toby about doing the job in a joint manner. One works on advertising and vendors and the other on the paper side of it. Eirik stated that we've made a commitment to 4 sponsors that need to be incorporated into newsletter. Keith will also pursue other folks to take on the communications coordinator position.

- b. Web site update – Keith; Bulletin board will be added to web site for people to communicate and contact information has been added for chapter officers to allow others to e-mail them directly.

For all: web site information can be sent to Webmaster Steve Davidson at steve@hatchmueller.com

- c. Student Chapter UILA – Keith/Molly; 61 students to attend the Rendezvous.

Keith asked Kent to find roles for student members at the Rendezvous. They want to assist wherever possible.

- d. Committees:

Sponsorship (Eirik): distributed spreadsheet to everyone. Suggested we send a bill to sponsors who have verbally committed but have not paid as of yet. Keith would like receipts sent to all sponsors as well.

Communications (open):

Membership (Molly and each section leader): Keith to review membership recruitment letter. A welcome letter will also be developed for the new members.

Awards (Jolene): Keith has signed certificates and returned to Jolene. Keith also to send awards banquet outline to Jolene.

Rendezvous – Kent & Keith: See below.

Legislative (Stan, Jon Breckon): Hold.

- e. Rendezvous (April 13-14th) – Have 114 registered. Will have 150 units of materials to hand out to registrants. Kent would like to finalize tour and banquet numbers. A site plan will be available at the Ice Breaker to help get people involved in the design. The web site can be updated with program schedule and headlines tweaked to match current status. Kent to send follow up e-mail/phone call to local media. Kent to finalize museum details and determine if music is needed or not. Molly to distribute e-mail with excom contact phone numbers.

A dinner is scheduled with Perry Howard Thursday evening for those who can make it. Contact Kent for details.

- f. Membership survey: Surveys will be distributed at the Rendezvous. Keith and Molly to put together.

8) **New Business:**

- a. Any opinions or comments, suggestions please send to Keith

9) **Adjournment:** 2:00 MST/ 1:00 PST

10) **Next Meeting: May 2, 2007 @ 1:00 MST and 12:00 PST**