



Idaho-Montana Chapter
of
American Society of Landscape Architects

Executive Committee Meeting Minutes
October 20, 2006 @ 1:00 MST, 12:00 PST

Teleconference Attendees:

1) **Call to Order:**

- A. **Present:** Keith Dixon, Molly Shanahan, Jon Mueller, Bill LaRue, Jim Mihan, Fred Ogram, Kent Watson, Eirik Heikes
Absent: Jolene Reick
- B. **Approval Prior Meeting Minutes** – Motion made by Jon and second by Bill to approve September meeting minutes.

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

- A) Chapter membership status:
1. Current chapter membership: 102
 2. New Members: 2 Associates and 1 Full
 3. Lapsed Members: 1

Trustee Report - Jon Mueller: Annual meeting in Minneapolis was largest meeting ever. Jon e-mailed out Public Policy Issues to go on agenda next spring for lobby day. If you have any additional thoughts please let Jon know. The governmental affairs committee has unveiled their advocacy network for federal, state, and local lobbying. This is located on the national web site and fairly self-explanatory. Additional board actions included the revamping of the investment strategy. The board discussed the current green policy of investing which has under performed. The majority of the board voted to shift to more typical diversified portfolio until their reserves equal 50% of annual budget. Once these reserve targets are reached, it will free up about \$350,000 a year from the budget that can be pushed into other programs.

4) **Treasurer's Report** – Bill LaRue:

- a. Investment Account status: To be reviewed at a later date.
- b. Account Balance: \$16,800. Bill would like to track summary of the rendezvous fund. Items being tracked are registrations, vendors/sponsors, contributions, meeting rooms, catering, speaker fees, awards, and correspondence. Please send any rendezvous expense records for to Bill. The new Financial Report will be e-mailed out after meeting.

5) **Section Activity Reports**

- a. Northern Lights – Fred Ogram;

- School educational project: Jon, Keith and Fred to meet next week with Nancy and other teachers to kick off discussions. There are quite a few advanced learning teachers interested in this project.
- b. Olmsted Group – Jim Mihan; Mary McGown and Christine Whittaker to Co-Chair group. Group compiling information for kick off December meeting.
 - c. Western Montana – Kent Watson; Rendezvous moving ahead.
 - d. Eastern Montana – Eirik Heikes; Eirik has been asked by the Montana Association of Nurserymen and Landscape contractors to give a presentation in January.
- 6) **Liaison Officer's Reports:**
- a. Idaho Board: Keith; no new information.
 - b. Montana Board: Jolene: Keith noted in Jolene's absence that Jolene is scheduled to meet November 18th with Julia Lent from Governmental Affairs.
 - c. QBS: Jim Mihan; no report.
 - d. Idaho Forestry Council: Doug Russell; no report
 - e. Idaho Smart Growth: Jon Breckon has filled position. Coordinating with Jim Mihan.
 - f. Historic American Landscapes (HALS): Kent Watson: Jim Mihan has filled position as Idaho representative. Thanks Jim!
 - g. Surface Transportation Partnership Program: Eirik; final report due this month from agency that put it together. This event was attended by Jim and Eirik. Report when received will be uploaded to web site.
- 7) **Old Business:**
- a. News Letter – Keith; Keith would like to offer an incentive such as a stipend or paid membership option for someone to take over newsletter role. Jim mentioned option to let website handle majority of information and send out yearly newsletter. Keith would like to send out an e-newsletter monthly or bimonthly and produce a glossy newsletter annually. Issue date would be June 1st following awards which could then be included in newsletter.
 - b. Web site update – Keith; Operational on October 1. Please forward content to Keith. Keith would like a Rendezvous Summary to post on the web site from Kent. Jim will compile a list of awards winners to put on web site.
 - c. Student Chapter – Keith/Molly; no report.
 - d. Committees:
 - Sponsorship (Eirik): Keith to review and provide outline at next Meeting.
 - Communications (open): no report.

Membership (Molly and each section leader): Eirik commented that Bill Pond from Montana State University would like to collaborate and cooperate with the chapter. He would like help in accrediting the landscape program there and involve our chapter in assisting him in that effort.

Awards (Jolene): Jim Mihan made motion to raise the current \$75 project entry fee to \$100. Seconded by Eirik. The category submittal will stay at \$25. Jon noted that he would like to keep "detail" award due to the fact that it fosters incentive for great projects. Jolene in a previous e-mail brought up the idea of having "resource conservation" and "visionary and unbuilt landscapes." Jim noted he would like some further thought on how we differentiate between these two categories. For the discussion of the "residential" award, Jim, Kent and Eirik believe keeping this award could keep membership, promote membership and helps include all fields of work and firm type.

Rendezvous – Kent & Keith: to be discussed at next meeting.
Legislative (Stan, Jon Breckon): to be discussed at next meeting.

- f. Rendezvous- Kent Update. To be discussed at next meeting.
- g. Membership survey: Pushed back until November
- h. The traveling display/Power Point needs to be updated. PowerPoint to be updated after website is updated. Keith would like to see firm information posted on the web site with project examples from member firms made public for state legislatures to see and get an idea of what we do. Jolene to get display from Angie.

8) New Business:

- a. New teleconference provider: Bill to look into new providers that may be less expensive. Status? To be discussed at next meeting.
- b. Keith asked Molly to work on membership recruitment by identifying and contacting licensed professionals in the area that are not members through a recruitment letter/welcome letter that touches on benefits of membership. Keith to provide data bases to Molly.
- c. Sponsorship Levels TBD – ExCom needs to decide this meeting. Please review information forwarded earlier, including the Eirik's solicitation letter and WASLA sponsor information from Fred.
- d. Awards Categories: to be discussed at next meeting.
- e. Advocacy Network: to be discussed at next meeting.
- f. Any opinions or comments, suggestions please send to Keith

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

10) **Next Meeting: November 8, 2006 @ 1:00 MST and 12:00 PST**