



**Idaho-Montana Chapter**  
*of*  
**American Society of Landscape Architects**

**Executive Committee Meeting Minutes**

December 19, 2007 @ 1:00 MST, 12:00 PST

**A. Call to Order:**

1. **Present:** Jolene Rieck, Keith Dixon, Bill LaRue, Olivia Spyra, Toby Norton, Jim Mihan, Angela Hanson, Kent Watson
2. **Absent:** Eirik Heikes

**B. Approval of Prior Meeting Minutes** – Motion made by Keith and second by Toby to approve October meeting minutes.

**C. President's Report**– *Jolene Rieck*

1. Chapter membership status:
  - a) Current chapter membership: 113
  - b) New Members: 0
  - c) Lapsed Members: 0
2. Welcome packet

**D. Trustee Report** – *Jim Mihan*

1. Small Community Visioning Act. The surveyors and planners have reservations about ASLA's involvement in this piece of legislation. National ASLA is working with those groups to resolve their issues. Jolene will send the rebuttal letter from National ASLA to surveyor's article to Excom.
2. National ASLA is working on a statement about climate change. It is about a 5-page draft.
3. The 2008 Licensure Summit is to be held in Madison, Wisconsin. We can send one delegate from each state. Toby & Angela expressed an interest in attending.
4. In-district Lobby Day is set for February 20<sup>th</sup>. We are expected to visit our congressional delegation on HALS and Climate Change.
5. The nomination of fellows is due February 15, 2008. Jolene is to email to the Excom, the eligible list of people. Excom is responsible for helping to identify those individuals to nominate. However, whoever is nominated, we need assistance in putting together the package.

**E. Treasurer's Report** – *Bill LaRue*

1. Investment Account status: Bill to place \$5000 into CD's.
2. Financial Report: \$20,419 balance
3. Budget Report:
  - a) Bill needs to add in \$1100 for the awards income for the Rendezvous spreadsheet.
  - b) How will we use the cushion- use some, rest reserve?
4. Bill participated in the treasurers training conference
  - a) A new IRS law requires additional paperwork if income balance over \$25,000.
5. Bill to send out a detailed spreadsheet for the Rendez-vous summary fund to Keith and Eirik.

**F. Correspondence Report – Olivia Spyra**

1. Work on welcome letter- send to new members
  - a) To recognize vendors, note which section member in and copy section leader, website

**G. Sponsorship Report – Eirik Heikes**

1. Need to work on getting sponsors to sponsor the chapter beyond the Rendezvous.

**H. Communications**

1. Website Updates
  - a) Steve will continue helping with the website free of charge.
  - b) For all: website information can be sent to Webmaster Steve Davidson at [sdsd26@verizon.net](mailto:sdsd26@verizon.net).
2. Newsletter: Toby will send it out this week (week of December 17, 2007)
3. Award Publications
  - a) Toby to look into cost for 6-10 pages

**I. Section Activity Reports**

1. Montana Board: *Shelly Engler*
  - a) The next meeting of the licensure board is January 15, 2008. Hope we will make some headway on budgets, LARE, and instituting the additional licensure requirements.
2. *Northern Lights – Keith Dixon*
  - a) The Beacon on Friday, 4PM

*Olmsted Group – Jim Mihan*

- a) January 15, 2008 meeting w/elections, service awards. Service awards: motion made by Jim and second by Toby to approve service awards.
- b) Balance: \$3180.24
2. *Western Montana – Kent Watson*
  - a) No report.
3. *Eastern Montana – Angela Hansen*
  - a) Upcoming social.

**J. Liaison Officer's Reports**

1. Idaho Board: *Bill Dial*;
  - a) Our Board is currently just working through some issues with difference jurisdiction and how they interpret our law. Same old issues with Engineers and their "turf war". We have an issue with the City Engineer in Ketchum which we are working through that deals with the supposed need of an Engineers seal on the grading for a curb and gutter detail on a residence. The Landscape Architect was told they had to have a stamp on their plans for the grading done for the curb cut. He graded rest of the site and it was fine with the Engineer. This seems to be a recurring issue with the Board. Seems most of the grading and drainage issues or clarification of the law that arise with the Idaho Engineers or municipalities fall within the right of way of a project.
  - b) We also have a question or clarification of our law from a licensed Landscape Architect about designing and sealing cemetery plans. It is clear in our law that we can design all the design elements and construction documents but the layout work would only be considered for a preliminary plat. Our statute clearly excludes final plats for official recording. Even

though an LA may have the technical ability to complete the work of a final plat one can go no further than our statute. These issues will be discussed during our telephone conference call in January. One final note we would ask the ASLA to encourage the membership to have their intern landscape architects within the State of Idaho to register with our board as "Landscape Architects in Training". Besides for the candidate being able to use the title of "LAIT" on their business cards it will also give us the ability to keep track of these prospective Landscape Architects and assist them in the future if necessary.

2. QBS: *Jim Mihan*; No report
3. Idaho Forestry Council: *Doug Russell*;
4. Idaho Smart Growth: *Jon Breckon*; He renewed his membership. Do we reimburse him for that?
5. Historic American Landscapes (HALS): *Jim Mihan- ID, Kent Watson-MT*; No report.
6. Surface Transportation Partnership Program: *Eirik & Jim*
  - a) Jim's summary on immediate goals towards sustainability and how sustainability affects Landscape Architects will appear in our December newsletter.

**K. UILA Student Chapter** *Molly and Keith*

1. To send student chapter president email updating ongoings of ExComm, invite to participate in teleconferences
2. To prepare and send out welcome letter to new student members
3. How can we help the students? Scholarships, presentations, issue discussions, luncheon, portfolio design
4. Jolene would like to establish a policy with regard to giving scholarships to members or non-members to encourage participation in ASLA. This will be worked into the Bi-Laws.

**L. New Business**

1. Vote to approve the budget. It will outline officer travel, section funds and Rendezvous budget for the next two years. (Tabled until January)
2. Vote on chapter by-law amendments to allow for student affiliate chapters. (This is requested by National ASLA). See information sent out by Jolene. (Tabled until January).

**M. Next Meeting: Teleconference Wednesday Jan. 9<sup>th</sup> 1:00 MST/12:00 PST**

**N. Adjournment: 2:00 MST/1:00 PST**