



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

Executive Committee Meeting Minutes
February 1, 2006 @ 5:00 MST, 4:00 PST

Teleconference Attendees:

1) Call to Order:

Present: Keith Dixon, Jolene Reick, Molly Shanahan, Angie Feser, Jim Mihan, Kent Watson

Absent: Jon Mueller, Fred Ogram, Bill Larue

Approval Prior Meeting Minutes – Angie asked to have state board, in the Montana Licensing status section, changed to State Architectural Licensing Board. Approved.

2) President's Report – Keith Dixon

A) Green Roof donation Status- 6-7 chapters have followed our lead and donated to the Green Roof. Jon Mueller donated \$1,000 as the first trustee to donate and to motivate others as well. Progress is slowly being made and they are shooting for a March 1, 2006 deadline on the donations to wrap up funding for the project. Keith will be writing up an article on the Green Roof for the newsletter. Jim proposed the idea of opening up an editorial on this issue for the newsletter.

B) Chapter membership status:

1. Current chapter membership: 95
2. New Members: 3
3. Expired Members: 1

Angie mentioned the idea of a welcoming phone call to new members.

C) **Trustee Report** - Jon Mueller was absent, Keith passed along the following comments from Jon; Regarding Montana issue, Jon proposed the idea of a PAC (Political Action Committee) to help channel money to Montana, or Idaho. In order to do this you need a corporate structure, which is not what we are, being non-profit. His initial thought was to rebate back members their ASLA dues which are sent to the chapter. When we pay our money to national they kick back \$50 per person into our account. Kent advised we get some legal advice on how to set this up and organize it. Jim stated the opportunity to use the rebate money as seed money to sponsor an event where fundraising occurs for political purposes and goes towards our PAC. We need to decide where we are going to garner our legal advice from and how we want to approach this. Jon also went over his proposal to trustees for the creation of a National PAC that would go around to various states and push more of a political agenda. This would not only help out in Montana's licensing efforts but other states in similar positions.

- 3) **Treasurer's Report** – Bill LaRue; no report. Keith mentioned that several hundred dollars in rebates were returned to the chapter this month. Jim mentioned he has and outstanding reimbursement for the teleconference calls. He will forward to Bill.
- A) The chapter should develop some basic financial guidelines for reporting and tracking income/expenditures. Also, need to develop protocols for approving payments. Jim suggested levels such as \$200 where the treasurer could just pay bills. Over that amount up to 1000 the president would need to approve. Over \$1,000 the ExCom would need to approve.
 - B) Account Balance: no report.
- 4) **Section Activity Reports**
- A) Northern Lights – Fred Ogram; no report
 - B) Olmsted Group – Jim Mihan; has a leadership candidate who has volunteered to run the group. They are hoping for a meeting the beginning of March.
 - C) Western Montana – Kent Watson; no report.
 - D) Eastern Montana – Jolene; no report
- 5) **Liaison Officer's Reports**
- A) Idaho Board: Keith; There is a CLARB meeting coming up where they go through the states within region 5 and everyone gets a report. They would like to have a representative project from each state, post construction photo, as a background display. Jim proposed the Idaho State Veterans Cemetery. Keith will send out an e-mail to members to get their advice/recommendations.
 - B) Montana Board: Angie; the latest word is that the landscape architectural licensing board is in a holding pattern right now. They' like to collect a little bit more info from the state before they make a decision, but their goal is to decide by March 1st.
 - C) QBS: Jim Mihan; no report
 - D) Idaho Forestry Council: Doug Russell; no report
 - E) Idaho Smart Growth: open position, Jim will pursue a liaison.
- 6) **Old Business:**
- A) Montana Licensure Board Status – Angie; noted above in Montana Liaison Officers Report.
 - B) Annual Report to National – Jim is working on the report and committed to having it done by next meeting.
 - C) News Letter – If anyone has any appropriate photos or comments please contact Keith or Toby and they will add it to the upcoming newsletter. They need word

documents or PDF files. If you or anyone you know would like to advertise please have them contact Keith or Toby.

- D) Web site update – Keith/Steve will meet hopefully this month.
- E) Student Chapter coordination – Keith; thank you letter from University of Idaho student, Lauren Svejcar, for funding her trip to LaBash last year. We are not sure who actually paid the bill, but Keith will check with Don Brigham. A wish list was sent around to Excom members for comments. Kent indicated the accreditation team was impressed with the U of I LA program. He recommended the work with the local tribes to expand the historical and contextual base.
- F) 2006 Budget and Funding priorities – at present we will dip a little bit into our savings if we don't do any fundraising. Jim proposed to seek negative budget in the beginning to start realizing we need to continue every year in our fundraising goals. Our \$4,600 in membership dues is our only income. Jim proposed inserting a new line item for student support and make it one of our duties to help them out. Keith will review the budget some more and correspond through e-mail to move it through the month to produce something solid to vote on during March meeting. Jim noted that it would be a good idea if we create any budgetary guidelines that there be modifications of the bylaws to be voted on by executive members that way we would be assured of continued funding.
- G) Committees – Fund Raising, Communications, Awards – Keith; Jim volunteered to head up the effort on comprising a jury for the student awards.
- H) Olmsted Group funds joined with the chapter funds. – Jim/Keith/Bill; we need to continue correspondence with group to document groups spending.
- I) LAM Planning - Keith advised all sections to come up with own activities, even if minor to help promote the profession. Kent indicated a month of celebration was too much and makes it difficult to focus. He will talk with Jon further on the issue.

7) New Business:

- A) Rendezvous- Send out feelers on potential location for 2007 Rendezvous. Missoula, MT has been discussed as a potential location. Be thinking about location ideas, as well as time of the year to hold the event. A recommendation to provide travel breaks for distance traveler was made.
- B) Other
- C) Any opinions or comments, suggestions send to Keith

10. Adjournment: 6:30 MST, 5:30 PST!

11. Next Meeting: March 1, 2006 @ 5:00 MST and 4:00 PST