



Idaho-Montana Chapter
of
American Society of Landscape Architects

Executive Committee Meeting Minutes

January 9, 2007 @ 1:00 MST, 12:00 PST

A. Call to Order:

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

B. Approval of Prior Meeting Minutes – Motion made by ____ and second by ____ to approve December meeting minutes. Tabled until February.

C. President's Report– *Jolene Rieck*

1. Chapter membership status:
 - a) Current chapter membership: 113
 - b) New Members: 0
 - c) Lapsed Members: Ezra Williams (CTA-Missoula)
 - d) Truby Leadership Workshop
 - i. February 28th-29th in Chicago
 - ii. June in Seattle
 - iii. ASLA will pay for registration, hotel & breakfast for 2 members. Travel is the responsibility of attendee.—Angela & Olivia expressed interest.
 - e) Licensure Summit: June 21st-22nd, Madison, WI

D. Trustee Report – *Jim Mihan*

1. LABASH: end of February 2008 - Will we sponsor a student. Jim will follow up and email Excom. Eirik to talk to Montana students about interest in a student affiliate chapter.
2. SITESS: report/feedback
3. CIP Fund: National funding has dropped to \$25,000. Reports due in June. We should think of using the CIP Grant. Olmstead group will discuss at their meeting to start clearing up local (county.city) language of ordinances. Need people to put together proposals.
4. FELLOW Nominations: Gregg Sturtevant, Carl Thuesen, Stephen Drown were mentioned as potential nominees, but nominations to be put off until 2009.

E. Treasurer's Report – *Bill LaRue* Balance: \$19,543.80

1. Investment Account status: APY Rate 4.41% CD, \$5000 minimum
2. Financial Report: Still need to add Jolene to account. Olivia will purchase stamps, letterhead, envelopes etc. and Bill will reimburse
3. Budget Report:
 - a) Line Items:
 - i. Legislative fund: not showing \$4500 grant from national ASLA
 - ii. General Chapter Expenses: track grant expenses here, use as placeholder for now
 - iii. Miscellaneous: changed to \$500
 - iv. Income: we don't show amount from sponsors

- b) We need to account for how the ASLA legislative grant money has been spent. What were our expenses for lobbying, attorneys, etc.
- 4. Income: we are spending \$8000 but earning only \$6000

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. Three sponsors: were sent thank you's and a complimentary newsletter, How would they like to post help wanted ads.
- 2. To put together brochure framework if we wanted to sell space for adds in newsletter and job postings on website.
- 3. We need to honor commitment to those sponsors we have
 - a) the newsletter through advertisement
 - b) the website through advertisement
 - c) Fundraising Sponsorship = \$2000

H. Communications

- 1. Website Updates, *Keith and Eirik*
 - a) Eirik will find out about packages for website. Potential costs: \$900 - \$6000. – change narrative, upload images online registration/elections etc.
 - b) For all: website information can be sent to Webmaster Steve Davidson at sdsd26@verizon.net.
- 2. Newsletter: Chapter annual report by Keith
- 3. Membership: (Olivia and section leader): Keith to review membership recruitment letter. A welcome letter will also be developed for the new members.

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) Had a social function, spent about \$36.00.

Olmsted Group – Jim Mihan

- a) Legislative luncheon to discuss local ordinance model language. Actual meeting & elections tabled until February.
- 2. *Western Montana – Kent Watson*
 - a) No report.
- 3. *Eastern Montana – Angela Hansen*
 - a) Working on a social.

J. Liaison Officer's Reports

- 1. Idaho Board: *Bill Dial*;
 - a) Will pick up on next month.
- 2. QBS: *Jim Mihan*; No report
- 3. Idaho Forestry Council: *Doug Russell*; No report.

4. Idaho Smart Growth: *Jon Breckon*; No report.
5. Historic American Landscapes (HALS): *Jim Mihan- ID, Kent Watson-MT*; No report.
6. Surface Transportation Partnership Program: *Eirik & Jim*; No report.

K. UILA Student Chapter *Keith*

L. New Business

1. Vote to approve the budget: Motion by Keith, second by Eirik.
2. Vote on chapter by-law amendments to allow for student affiliate chapters: Motion by Toby, second by Bill.
 - i. By-laws do not recognize sections. Do we change this?

M. Next Meeting: Teleconference Wednesday Feb. 13th 1:00 MST/12:00 PST

N. Adjournment: 2:15 MST/1:15 PST