



American Society of Landscape Architects  
Northern California Chapter

**EXECUTIVE COMMITTEE MEETING MINUTES**

Monday, 15 October 2012

SWA

220 Bridgeway Blvd.  
Sausalito, California

President Volejnikova called the Executive Committee meeting to order at 7:04 pm. Those in attendance and representing a quorum were:

**Present:**

Sarka Volejnikova	<i>President</i>	James Ingels	<i>Vice-President</i>
Amy Cupples-Rubiano	<i>President-Elect</i>	Christopher Kent	<i>Trustee Delegate</i>
Bob Birkeland	<i>Director</i>	Dave Mitchell	<i>CCASLA Delegate</i>
Joe Runco	<i>Director</i>	Timothy Coppola	<i>Director</i>
Anita Bueno	<i>Director</i>		

**Absent:**

John Hykes *Secretary/Treasurer*

**Others Present:**

Laura Leuer	<i>Chapter Administrator</i>	Daniel Prostack	<i>UC Berkeley ASLA Chapter President</i>
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**I. President's Report**

Sarka Volejnikova attended the President Council Meeting in Phoenix in September. PR discussions, press releases are most effective way to let the public know about ASLA. The Communications Committee should consider this for the Northern California Chapter. There will be a webinar on the Transportation bill review. Sarka will develop a summary and prepare a presentation about the webinar. National membership is down 2.7% from last year, and the goal is currently a 5% membership increase challenge. The May mid-year meeting will include a membership recruiting boot camp.

**II. Trustee Report**

Chris Kent presented an update on the policy refinement on urban agriculture; indicating there is a certification accreditation vs. degree program. The Transportation Enhancement includes vegetation management. Chris will write about the Trustee Report for updates.

**III. CC/ASLA Report**

April Phillips shared the LATC letter for the Exemption Article of Practice Task Force Letter. Meeting will be held in Sacramento on Thursday October 15th at 10:30am.



#### IV. Secretary/Treasurer's Report

**a. Approval of Minutes from September 10, 2012**

Motion by Phillips: Move to approve the 10 September 2012 meeting minutes. Seconded by Bueno and passed without dissent.

**b. Change signers on Chapter Checking Account**

Motion by Cupples Rubiano: Move to remove April Phillips from the account and to add John Hykes. Seconded by April Philips. Passed without dissent.

Current authorized signers are now as follows:

- Amy Cupples-Rubiano Vice President
- John Hykes Secretary/Treasurer
- Joe Owen Accountant

**c. Emerging Professionals Surplus Sponsorship Monies.**

Motion by Cupples-Rubiano: Pass surplus \$1400 of sponsorship money through to next year. Seconded by Anita Bueno. Passed without dissent.

**d. Annual increase for Chapter Bookkeeper**

Motion by Cupples Rubiano: Pass a \$1200 annual increase for Joe Owen, chapter bookkeeper. Seconded by Joe Runco. Passed without dissent.

**e. Year End Bonus for Chapter Administrator**

Motion by Runco: Pass a year-end bonus of \$2,000 to Laura Leuer, Chapter Administrator. Seconded by Tim Coppola. Passed without dissent.

#### V. Project To-Do List Updates

**a. Sponsorship-Fundraising.** Sponsorship fundraising for 2012-2013 year has begun. Sponsors are in place for the Lecture Series and Giants Night.

**b. Committees**

- Lecture Series. Brainstorm of possible topics underway for 2013 Lecture Series.
- Winter Gala. Planning underway. Bancroft Hotel in Berkeley, Thursday, December 6, 2012, 6:30 to 9:00pm
- Communications. Fall/Winter Newsletter went out.
- Mentorship. Kick off meeting in January.
- Emerging Professionals. Nothing to Report.
- Membership: Nothing to report.
- Fellowship: Nothing to report
- Stewardship: Nothing to report

#### VI. Unfinished business

- a. Possible NCC-ASLA Booth at the March 6 & 7 Expo of the CPRS conference in San Jose
- b. Lecture Series Update
- c. December Winter Gala

#### VII. New Business



- a. Academy of Art University Affiliate Student Chapter would like support of student affiliate program. Representatives have written a formal request. The current program is not an accredited program. Can qualify as affiliate student chapter. President Volejnikova will send the letter electronically and the Executive Committee can vote online.
- b. CalGreen revision, invasive plants limitations
- c. Health insurance coverage for CA ASLA members
- d. Archiving work - ASLA annual awards
- e. Executive Committee ASLA electronic signatures

#### **VIII. Adjourn**

Meeting adjourned by President Volejnikova at 9:15 pm.

#### **IX. Upcoming Meetings**

*Executive Committee: Monday, November 12th, 2012 PGA in Oakland*  
*December 10th @ APDW*  
*January 14th @ RHAA*  
*February 11th @ PGA*  
*March 11th @ The Planning Center/DCE*  
*April 8th @ Keller Mitchell*  
*May 13th @ RHAA*  
*June 10th @ PGA*  
*July 8th @ The Planning Center/DCE*  
*August 12th @ UCBX*

Respectfully Submitted,

*John Hykes*

John Hykes/ Secretary/Treasurer