



American Society of Landscape Architects
Northern California Chapter

EXECUTIVE COMMITTEE MEETING MINUTES

Monday, 8 July 2013
UCBX
95 3rd Street, Rm 207
San Francisco, California

President Volejnikova called the Executive Committee meeting to order at 7:20 pm. Those in attendance and representing a quorum were:

Present:

Sarka Volejnikova	<i>President</i>	Bob Birkeland	<i>Director</i>
Amy Cupples-Rubiano	<i>President-Elect</i>	Anita Bueno	<i>Director</i>
James Ingels	<i>Vice-President</i>	Timothy Coppola	<i>Director</i>
April Philips	<i>Past Pres. / CCASLA Delegate</i>	Joe Runco	<i>Director</i>

Absent:

Christopher Kent	<i>Trustee Delegate</i>	John Hykes	<i>Secretary/Treasurer</i>
Dave Mitchell	<i>CC/ASLA Delegate</i>		

Others Present:

Laura Leuer *Chapter Administrator*

I. President's Report

Volejnikova reported that Richard Zweifel of San Luis Obispo has been elected as the national 2014 president elect.

Volejnikova completed a Chapter Structure form returned it to national.

100th Anniversary for the Annual Meeting in Boston.

Envision Tomorrow final presentation happened in Martinez instead of UCB because of the BART strike. There will be another presentation at UCB.

Executive Administrator review to take place in August and will include President, President Elect and Trustee.

II. Secretary/Treasurer's Report

a. Approval of Minutes from June 10, 2013

- *Motion by Cupples-Rubiano:* Move to approve the 10 June 2013 meeting minutes. Seconded by Philips and passed without dissent.

III. Trustee Report: None given

IV. CC/ASLA Report

Philips reports the next steps for Advocacy Grant need to be determined. LATC Review is twice a year and they would like someone from the NCC to consider attending in upcoming review sessions.



V. Project To-Do List Updates

a. Sponsorship – Fundraising:

- Cupples-Rubiano will update the Sponsorship Opportunities document for distribution to potential 2014 sponsors.
- Sponsorship is still needed for the September Legacy Lecture.

b. Public Awareness: Nothing reported.

c. Lecture Series:

- o September Legacy lecture - Topic needs to be determined and Wurster Hall and date need to be confirmed. Joe Runco will ask Tom Fox to video the lecture.
- o Runco and Birkeland will secure 4 lecturers for the October 17th Rising Waters lecture.
- Mentorship: A meeting on July 17th is confirmed.
- Giants Game: Philips passed around a proof of the raffle ticket. It will be sent electronically to the ticket purchasers prior to the day of the baseball game. The raffle prizes may include 2 dinners to the Presidents' Gala, entry to the lecture(s) and ticket(s) to next year's baseball game.
- Communications: Bueno shared the website stats. We have received a proposal for the addition of a website Job Links page and the awards archive. The proposal will be revised into 2 separate line items and the Executive Committee will determine which of the projects will be completed this term and which will be completed next term. Jobs on Job Links page will be 30 days and the cost will be \$150 for members and \$300 for non-members.
- Membership: A link to the national membership video will be added to the website or the chapter may create a video locally to include on the website.
- Fellowship: indicated the Fellows applicant from the NCC was informed they were not selected for fellowship this year.

VI. Unfinished Business

- a. Potential chapter activities/involvement: Secret garden tour in East Bay; composting tour (Sonoma)
- b. Health care insurance
- c. Archiving of awarded work
- d. Job link on our website
- e. Survey Monkey questionnaire to membership (include health care insurance) - To be sent September 2nd and due on Sept 16th so the results are available for the meeting.
- f. Call for 2013/14 board member nominations OPEN: Trustee, President Elect, Secretary/Treasurer, Director
- g. Directors. July 5th the ballots will go out with Aug 26th deadline.

VII. New Business

- a. CitiesAlive Green Roof & Walls Conference sponsorship Oct 23-26 partnered with national. Would like NCC to promote and will offer a discount to ASLA members to attend the conference.



VIII. Adjourn

Meeting adjourned by President Volejkinova at 9:40 pm.

IX. Upcoming Meetings

Executive Committee: Monday, *August 12th @ The Planning Center/DC&E*

Respectfully Submitted,

John Hykes

John Hykes/ Secretary/Treasurer