



American Society of Landscape Architects
Northern California Chapter

EXECUTIVE COMMITTEE MEETING MINUTES

Monday, 12 August
The Planning Center | DC&E
1625 Shattuck #300
Berkeley, California

President Volejnikova called the Executive Committee meeting to order at 7:18 pm. Those in attendance and representing a quorum were:

Present:

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|---------------------|-----------------------------------|---------------|----------------------------|
| Sarka Volejnikova | <i>President</i> | John Hykes | <i>Secretary/Treasurer</i> |
| Amy Cupples-Rubiano | <i>President-Elect</i> | Dave Mitchell | <i>CC/ASLA Delegate</i> |
| James Ingels | <i>Vice-President</i> | Bob Birkeland | <i>Director</i> |
| April Philips | <i>Past Pres./CCASLA Delegate</i> | Joe Runco | <i>Director</i> |

Absent:

| | | | |
|-----------------|-----------------|-------------|-----------------|
| Timothy Coppola | <i>Director</i> | Anita Bueno | <i>Director</i> |
| Chris Kent | <i>Trustee</i> | | |

Others Present:

| | | | |
|-------------|------------------------------|-----------------|-------------------------|
| Laura Leuer | <i>Chapter Administrator</i> | Marybeth Harasz | <i>City of San Jose</i> |
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I. President's Report

Volejnikova reports ASLA-NCC potential to participate in the FY2014 Licensure & Advocacy Grant Program. Advocacy grants to provide financial assistance to chapters working to promote and defend the practice and licensure. National asking for input on the Land and Water Conservation Fund grants; and the guide to Landscape Architecture projects for the City of Boston is almost completed. National promotes projects in each City, ASLA-NCC to request National prepare the next Bay Area guide.

II. Secretary/Treasurer's Report

a. Approval of Minutes from July 8, 2013

- Motion by Hykes: Move to approve the 8 July 2013 meeting minutes. Seconded by Cupples-Rubiano and passed without dissent.

b. Quarterly Financial Review. Hykes provided an update on the Quarterly Review from March 2013- the June is not yet available for review, still awaiting deposits to balance the records. Preliminarily things look in order and on track for the year.

III. Trustee Report: None given

IV. CC/ASLA Report

a. Landscape Architects Technical Committee (LATC) Meeting. To be held on August 20, 2013 at the LATC Offices in Sacramento

- Review and Approve Exceptions and Exemptions Task Force Recommendations Regarding Business and Professions Code Section 5641 (Chapter Exceptions, Exemptions). Final recommendations to be reviewed per edits and clarifications requested by the State Attorney General Office.
- Update on the Occupational Analysis being conducted by the Office of Professional Examination Services. Focus groups on Landscape Architecture have provided



information on the status of the profession, which could result in changes to the National and State testing exams.

b. Approval of Submitted Budget

Mitchell presented the 2013-2014 CC/ASLA Annual Chapter Budget for adoption. ASLA-NCC is down in membership by 10, while the overall California membership is down by 55 members. CC/ASLA dues increased approved by the four ASLA Chapters of \$4 per member has kept budget in the black. Approval of the CC/ASLA Budget should occur before October by the four ASLA Chapters in California.

- Motion by Phillips: Move to approve the budget as submitted. Seconded by Ingels and passed without dissent.

V. Envision Tomorrow Program

Birkeland attended the final presentation and reports that the event was successful with many students taking the event and work very seriously. The program proved to be a good opportunity for sponsoring by the ASA-NCC.

VI. Project To-Do List Updates

a. Sponsorship – Fundraising:

- Cupples-Rubiano Sponsorship Opportunities document for distribution to potential 2014 sponsors. Requests edits and a discussion of the types of sponsors for next year.
- Sponsorship is still needed for the September Legacy Lecture.

b. Public Awareness: Nothing reported.

c. Lecture Series:

- o September Legacy lecture with Pete Walker postponed to Spring 2014.
- o Runco and Birkeland will secure 4 lecturers for the October 17th Rising Waters lecture.
- Emerging Professionals: Planning September event for parking day and hope to set goals for transition meeting to best facilitate future leaders of the chapter.
- Mentorship: North Bay group's meeting to review licensure requirements has been postponed to October. Emerging Professionals invited.
- Winter Gala: Planning San Francisco event, research venues. Determine date to be Tuesday December 10 and discussion regarding agenda.
- Giants Game: Successful event, consider A's and East Bay venue next year.
- Communications: Bueno attended Diversity Summit, National to send Action Items. Contacting EP group about proposal for Park-ing Day to be in underrepresented neighborhoods. Website is behind in updates on line items from the awards and Job Link updates. Newsletter needs material for submittal by the 15th.
- Membership: Working on Student outreach letter.
- Fellowship: nothing to report.

VII. 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.

VIII. New Business

- a. Membership Dues Increase
The April 8, 2013 Meeting Minutes included a motion to increase member dues by \$2 per year starting in fiscal year 2013-2014 for a Statewide Defense Fund. Additional funds accrued by the \$2 increase will remain in the ASLA-NCC account allocated as a Chapter Defense Fund Reserve. The motion should have stated that the \$2 of member dues would be set aside from existing dues collection to the Chapter and allocated as a Chapter Defense Fund Reserve.
 - Motion by Cupples-Rubiano: Move to rescind the motion from April 8, 2013 to increase dues by \$2 and set aside \$2 from existing dues collection and allocated as the Chapter Defense Fund Reserve. Seconded by Phillips and passed without dissent.
- b. Local Video Testimonials. Website to include local landscape architects with short video testimonials of how the ASLA supports their goals and professional development.

IX. Adjourn

Meeting adjourned by President Volejkinova at 9:16 pm.

X. Upcoming Meetings

Executive Committee Transition Meeting: Monday, *September 16th @ Chop Bar in Oakland*

Respectfully Submitted,

John Hykes

John Hykes/ Secretary/Treasurer