



MASLA

**Minnesota Chapter
American Society of Landscape Architects
Executive Committee
July 12, 2007**

Board Members Present:

Ellen Stewart, Chapter President
Joni Giese, President-Elect
Jean Garbarini - Treasurer
Kate Lamers – Director of Programs
Stephanie Grotta – Co-Director of Awards & Banquet
Bruce Lemke – Co-Director of Awards & Banquet
Chad Buran – Director of Academic Affairs
Chris Ochs – Director of Communications

Others Present:

Amber Allardyce – AIA Executive Assistant

Absent:

Jim Hagstrom - Trustee
Bruce Chamberlain – Past President
Karyn Luger - Secretary
Matt Rentsch – Director of Public Relations

-
- I. Call to Order
 - II. Approval of Minutes
 - A. Not enough members present so approval was postponed to later in the meeting.
 - III. Reports
 - A. Programs (Kate)
 - i. Golf Event
 1. All sponsorship is the same as last year.
 2. Information is being sent to firms to get the word out for more golfers.
 - B. Treasurer (Jean)
 - i. The reconciliation detail was presented.
 - ii. Sponsorship Report was given.
 - iii. Budget is still in the printer at the office.
 - iv. Golf registration will be separated from the vendor sponsorship on future reports.
 - v. We need more sponsorship for _SCAPE, etc. Ellen will be diligently working on the system for getting sponsorship.

- C. Awards and Banquet (Stephanie & Bruce L.)
 - i. The St. Paul location choices were presented with the Landmark Center and Como Conservatory as Board favorites. The LST (Location Selection Team) will do further evaluation.
 - ii. Ellen is not sure about the date for the ASLA mid year meeting for next year but it should be the last week of April or first week of May, so the 18th of April should not be a conflict.
- D. Academic Affairs (Chad)
 - i. Chad will be doing extensive research on other chapters' websites to look at their educational programs.
 - ii. The Mentor Program is kicking off and Chad is looking for volunteers.
 - iii. **Chad should talk with people who have recently taken exam to review the LARE review packets to see if it covers pertinent materials.**
- E. Communications (Chris)
 - i. Golf Tournament info will be put in the newsletter.
 - ii. Sponsors should get newsletter.
 - iii. **Karyn will add sponsor's names to the Elist**
 - iv. **Ellen and Chris discussed changes to the website. Chris will speak to Mark about updating the website**
 - v. **Ellen will talk with Karyn and Chris about _SCAPE recipients**
- F. Public Relations (Matt - Absent)
 - i. **Ellen will talk to Matt about the Arboretum Exhibit.**
- G. President (Ellen)
 - i. Ellen mentioned CIP. Everybody will come up with ideas for the next meeting. We want to use the money.
 - ii. Ellen attended the Advocacy Summit in Grand Rapids, MI.
 - iii. **Ellen will get Amber information on new members, etc.**
- H. President Elect (Joni)
 - i. August 1st is preliminary CIP Application.
 - ii. **Chad will work with Ellen regarding a CIP for an educational session.**
 - iii. **Jean will work on a proposal for a CIP Grant for the Peavy Plaza Birthday Extravaganza.**
 - iv. **Joni will make minor modifications to the Strategic Plan and send it out before the next Board Meeting.**
 - v. Joni made a motion to accept the strategic plan with minor modifications. Motion seconded and approved.
- IV. Miscellaneous Members
 - A. A motion to accept the minutes from the last meeting was made by Ellen.
 - i. **A suggestion was made to scratch two things (on page 4 and 6), Joni seconded the motion and all approved.**
 - B. A suggestion was made for all Board Members to get volunteers and set up committees to help get things done.
 - C. Other people that have involvement in MASLA related activities, Doris, etc., should be mentioned on the website.
 - D. Stephanie brought up idea of developing a quick link resource library.

- V. Adjourn meeting
 - A. Next meeting: Thursday, August 2, 4:00-6:00 at IMS.