



# AIA grand rapids

A Chapter of The American Institute of Architects

Purpose: Board Meeting  
Location: The Design Forum  
Date: January 8, 2013  
Time: 4:10 p.m. to 5:30p.m.

## **Board Members Present:**

Brian Swem – President  
Jeff Montague – Secretary  
Neale Bauman – Treasurer  
Greg Metz – AIA MI Director  
Gary Gerber – Continuing Education Director  
Megan Wall – Associates Director  
Lindsay Anes – Public Relations Director  
Deborah Dik – Administrative Assistant

## **Absent:**

Ben Hammond – Professional Affiliates Director  
Glenn Rahn – AIA MI Director  
Trish Spaulding – Membership/Sponsorship Director  
David Maxam – Past President

## **GENERAL BUSINESS AND ANNOUNCEMENTS**

1. Approval of November 13, 2012, meeting minutes. A motion was made by Greg, supported by Jeff. The minutes were approved unanimously.
2. Next meeting is Tuesday, February 12, 2013, at 4:00 p.m.; location TBD.

## **NEW BUSINESS**

1. Budget/Investments:
  - Neale reported a budget surplus and suggested the board consider initiating outreach programs and enhancing services to our existing members.
  - Approval of the 2013 Budget: A motion to approve the budget as presented was made by Greg, supported by Jeff. The budget was approved unanimously.
2. Home Builders Association Joint Event:
  - Deb was contacted by the Home Builders Association to promote an event of theirs to our member email list.
  - It was decided a table for us was of no measurable value, but we will ask for them to promote a future event of ours (to be determined later) in exchange.
3. AIAMI Board Updates:
  - Greg reported the search for an Executive Director will likely begin following the January meeting.
  - The AIAMI annual leadership retreat will be in Ann Arbor later in January. Look for a report at the next board meeting.
4. Lunch and Learns:
  - Gary reported topics for the next couple of months:
    - a) January 25: BPM Select Building Product Search Engine and Managing Hazardous Materials in Buildings
    - b) February 22: Solar Wall and Solar Duct and BioPCMat
5. Newsletter:
  - Brian is working on the next edition and always welcomes additional input for topics and content.
6. Winter Bowling Event:
  - Megan reported the first annual AIAGR winter bowling event will take place on January 24, 2013, at 5:30 p.m. Location: Clique Lanes, 533 Stocking Avenue in the upper level.
  - Rivershores Building Products and Hardwood Flooring Company has committed \$500 toward sponsorship of the event.
  - Cost of the event will be \$10 per person which will cover bowling, pizza, and 2 drink tickets.
  - Emphasis will be on a fun, non-competitive, social event.
  - Email promotion will occur.

7. Building Tours:
  - Considering partnering with USGBC on their building tour events, but there is concern about how to handle attendance since USGBC charges for all attendees including their members and we typically provide these types of events as a member benefit at no charge.
8. Sponsorship:
  - General consensus was to begin new sponsorship campaign by asking the existing sponsors to renew.
  - There also needs to be a convenient and efficient way to confirm if the existing sponsors have been offered and are interested in taking advantage of their lunch presentation opportunity sponsorship benefit.
9. Honor Awards:
  - A committee needs to be formed for the coming year. Deb will be on the committee and, though absent, Deb or Brian will also confirm Trish's interest in participating.
  - Brian brought up concern to reconsider the board format for award submissions. Expect the committee to discuss this item and bring something for the board to consider at a future meeting.
  - Greg indicated he's had conversations with Kendall College of Art and Design about partnering in the design community; KCAD is a strong potential event location for this as well as other future AIAGR events.
10. Items Not on the Agenda:
  - The state associates director is attempting to organize an ArtPrize entry for AIAMI associates. Megan will report additional information as it becomes available.
  - Member Outreach: It was discussed that more could be done to encourage local AIA involvement and membership. One idea mentioned is to consider an annual party or other event that recognizes newly licensed architects.
  - Scholarship notifications will be out by the end of January; encourage any eligible candidates to apply.

The above is my interpretation of the meeting. If there should be any questions or deviations from what was presented, please contact me within five days or the above will be assumed correct.

Written and Issued by:

A handwritten signature in black ink, appearing to read 'Jeff Montague', with a long horizontal flourish extending to the right.

Jeff Montague, Secretary  
AIA Grand Rapids