

# AIA Grand Valley

Purpose: Board Meeting  
Location: C2AE  
Date: March 13, 2012  
Time: 4:15 p.m. to 6:00p.m.

## **Board Members Present:**

Nate Golin – President  
Brian Swem – Vice President  
Jeff Montague – Secretary  
David Maxam – Past President  
Greg Metz – AIA MI Director  
Gary Gerber – Continuing Education Director  
Ben Hammond – Professional Affiliates Director  
Megan Wall – Associates Director  
Deborah Dik – Administrative Assistant

## **Absent:**

Neale Bauman – Treasurer  
Glenn Rahn – AIA MI Director  
Lindsay Anes – Public Relations Director  
Trish Spaulding – Membership/Sponsorship Director

## **GENERAL BUSINESS AND ANNOUNCEMENTS**

1. Approval of February 14, 2012, Meeting Minutes:
  - A motion was made by Brian and supported by Greg.
  - The minutes were approved unanimously.
2. Next meeting is Tuesday, April 10, at **5:00 p.m.**
  - Location is **Ferris State University in Big Rapids.**
  - Gary will forward specific information as the date gets closer.

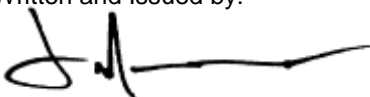
## **NEW BUSINESS**

1. AIA Grand Valley 50<sup>th</sup> Anniversary Celebration:
  - The 50<sup>th</sup> anniversary of the chapter will be December 5, 2012. There was discussion of presenting a special 50-year building award at the annual chapter awards and to possibly hold a happy hour event with a portion of proceeds donated to in honor of the chapter.
  - Additional research is necessary.
2. Liquor License for Design West Michigan Event:
  - A motion was made by Greg Metz and supported by Nate Golin to apply to the MLCC for a liquor license for the upcoming Design West Michigan event scheduled to take place April 26, 2012, at the Steelcase Town Hall.
  - The vote passed unanimously.
3. Budget/Investments:
  - No report.
4. Sponsorships:
  - West Michigan Lighting has verbally committed to a platinum sponsorship.
  - Others are continuing discussions with interested sponsors although there are no further commitments at this time.
  - Sponsorship menu language may need to be edited to incorporate a requirement for lunch and learn presentations to meet AIA learning unit criteria.
5. Newsletter:
  - Nate is planning to issue the next edition by the end of March. Planned topics to be included are: ask the architect booth, Grassroots, bylaws, ARE study materials, legislative day.
  - Material submission deadline is March 23, 2012.
6. Bylaws:
  - Need to send another email reminder to the membership to encourage attendance at the upcoming vote to adopt the revised bylaws on March 23, 2012.
  - Sign-ups to date are low for the March 23, 2012, meeting. Bylaws state 10 percent of the membership must be present and eligible to vote for the vote to occur and count.
  - It was suggested the email emphasize the lunch and learn topics (Deal Maker and Deal Breaker Contract Clauses) over the bylaws vote as that may generate more interest.

7. Design Lecture 2:
  - Wealthy Theatre, May 2, 2012, 6:30 p.m. to 10:00 p.m.
  - Still searching for an event title which draws attention to the local update/urban nature of the projects being presented. Projects include: restoration of the rapids on the Grand River, Fulton Street Farmer's Market, and Grand Rapids Urban Market. Send title suggestions to Nate.
  - Marketing push for the event will begin at the beginning of April.
8. Lunch and Learns:
  - Gary reported the lunch and learn schedule through spring is set.
  - Check the calendar online or look for upcoming emails detailing the event dates and topics.
9. Ask the Architect Booth Report:
  - Dave reported on the success and experience of the booth. Noteworthy comments include:
    - a) Multiple people to tend the booth would be ideal.
    - b) Some visitors thought the booth was sponsored by GVSU.
    - c) Some visitors utilized the booth as it was intended.
  - Ben suggested we commit early for next year to capitalize on the opportunity to get in the event program in order to make the most of this year's lessons.
10. D&O Insurance Coverage:
  - Ben explained the purpose of the D&O insurance is to cover the board for decisions the board makes and gave a couple of examples.
  - A motion was made by Greg and supported by Nate to pursue, obtain, and pay for D&O insurance through the PCIA policy currently in place for AIA Michigan at \$250 per year.
  - The board will further investigate general liability insurance as well for event coverage.
11. AIAGV/Habitat Coordination:
  - A representative from Habitat for Humanity has asked to make a presentation to the board.
  - The presentation will occur during the first 10 minutes of the May meeting.
12. ARE Study Materials:
  - Megan and Brian are actively collecting and cataloging current ARE study materials. At this time, this library of materials will be kept at Lott3Metz.
  - A policy is being developed for check out and use of the materials. It is likely that individuals will need to have proof of an exam scheduled to check out related study materials in order to reasonably make the materials available to others.
  - Expect to see information posted on the website as it is available.
13. Building Tours:
  - Nothing to report.
14. Emerging Professionals Support:
  - Nothing to report.
15. Golf Outing:
  - Scheduled for June 5, 2012, at Thornapple Pointe.
  - Cost will include golf and dinner.
  - There is ongoing discussion among the committee members regarding the prizes, prize structure, and final details of the event.
16. Items Not on the Agenda:
  - Gary reported he has not received any applications yet for the student chapter scholarship. The deadline will be extended until the end of March along with another request to the area schools to encourage students to apply.
  - Lindsay asked if information on the West Michigan Design & Construction Expo (October 25, 2012) could be posted on the website.
  - Greg mentioned Lott3Metz is hosting a free screening of the documentary film Urbanized at the Wealthy Theatre on May 31, 2012, at 7 p.m. Doors open at 6:30 p.m. <http://urbanizedfilm.com/>

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:



Jeff Montague, Secretary  
AIA Grand Valley