



AIA grand rapids

A Chapter of The American Institute of Architects

Purpose: Board Meeting
Location: The Design Forum, Grand Rapids, MI.
Date: December 2, 2014
Time: 12:10 to 1:30 p.m.

Board Members Present:

Mike Belisle – President
Dan Tyrer– Vice President
Thom Danckaert – Secretary
Neale Bauman – Treasurer
Brian Swem - Past President
Greg Metz - AIA MI Director
Matt Gerard – Membership Services Director
Deborah Dik - Administrative Assistant
Kate Betts – Sponsorship Director
Lindsay Anes - Public Relations Director

Absent:

Gary Gerber - Continuing Education Director
Jeff Montague – Director
Megan Wall - Associates Director
Mark Rysberg – Professional Affiliates Director
Joyce Lee – AIA MI Director

GENERAL BUSINESS AND ANNOUNCEMENTS

1. Next Meeting will be Tuesday January 6, 2014, from 12 to 1:00 p.m. – Location FTC&H.
2. Approval of November Consent Agenda: Neal made a motion to approve, seconded by Brian. The board voted unanimously in support.

NEW BUSINESS

1. Status Update on Honor Awards:

- Mike had a meeting with Tower Pinkster to discuss the honor awards. Matt Slagle attended the Southwest awards and had some positive feedback.
- Idea was suggested to issue a survey monkey to gauge interest and feedback in the honor awards.
- Dan suggested getting started a little earlier on planning.
- Mike plugged in Thursday April 16th for the Awards Ceremony 2015.
- Schedule is too tight for a spring honors award ceremony. Brian is suggesting either to be committed to moving forward with the awards in April or polling the membership and then doing an awards ceremony in September.
- Dan would like to have some kind of manifest for switching toward and April awards ceremony.
- Design Week could and perhaps should be more appropriate for celebrating our work. In addition, the conversation would be to gain student involvement from the Kendall March.
- Ultimately, this should go before a sub-committee for planning the awards ceremony.
- Promotional materials range in cost depending upon the amount we choose to use.
- Suggestion is to move the Awards Ceremony back to the Fall and move towards a shift to the April timeframe.
- A survey should be issued to poll the membership.
- Value to membership was a large part of the conversation with Tower Pinkster. We need to look to maximize the amount of PR for our member firms.
- Sub-committee will be formed to include Dan and Kate as well as others to be pulled from member firms.

2. 2015 Budget Review:

- Matt suggests that whatever we don't bring in for income from sponsors, we will not be able to spend on events.
- The goal is an increase in per event sponsorships to be able to spend more money.
- Board might be able to help with identifying who to target for particular events.
- Look at a particular projects materials, contractors, etc., for sponsorship of building tours.
- Motion to approve the 2015 budget made by Greg, seconded by Brian. The board voted unanimously to approve.

3. Young Architect/ Intern Assistance/ Associates Director:

- Insert text from Megan's email.

- Mike is looking for the board to plug into other volunteer opportunities.
4. Value of an Architect (Matt Gerard):
- Relayed a conversation with another architect about how designers are called architects in the press as well as how they are in the press releases for projects, renderings are identified as by an artist.
 - Lindsay will do some digging, Greg will do some digging for an article and then the board can have a conversation about how best to use the information in some kind of press release, white paper, or editorial.
 - Greg suggests that we coordinate with AIA Michigan on any press release.
 - Mike indicated that this is part of Dennis King's job description.
5. Michigan Board Updates and next Michigan Director:
- Greg's term as a Michigan Director is coming to an end.
 - The Beaubien House special meeting was uneventful and not fruitful.
 - AIAMI has a communication problem, especially to the over 60 crowd. The meeting was a meeting only, it included a vote, but the vote was irrelevant.
 - A special executive meeting was held of the board which Greg is not allowed to divulge any information of.
 - Jeff Hammond has shown interest in serving as a Michigan Director.
 - The term starts in December. Mike will make contact with Jeff to gauge his interest.
6. Expiring Board Positions in May and New Recruits:
- Neal will stand for re-election as Treasurer.
 - AIA Michigan Director (Joyce), Sponsorship Director, VP, Continuing Education Director, Associates Director are all up in May.
 - Continuing Education Director is a big deal as it relates to writing the continuing education submissions and getting the speakers lined up.
 - Matt and Megan have typically sent Gary the wording and have him submit the form.
 - All board members are responsible for trying to garner new recruits for the coming year.
7. Lecture Series with Kendall M-Arch:
- Lecture will tentatively be by Karen Fairbanks of Marble/Fairbanks from New York City on Monday February 2nd at 7PM at the Kendall Ferris Building. Mike will be firming up the date this week and get a sense for what she will be presenting so we can get some graphics and hot button topics.
 - Sponsors need to be contacted.
 - Kendall should be investigated and further vetted in terms of their need to have a lecture series. This should translate into sponsorship of the costs of the lecture.
 - Mike needs to firm up the costs with Karen Fairbanks as well.
8. New Business:
- None.

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:

Thom Danckaert, Secretary
AIA Grand Rapids