



Gainesville

Board of Directors Meeting Notes
February 20, 2017 5:30PM
3011 SW Williston Road, Gainesville FL 32608

Final

Members Present: Joshua Shatkin, Cydney McGlothlin, Adam Gayle, Eva Kirkman, Joe Garcia, Mick Richmond, Jamie Holt, Michele Borst

Members Absent: Warren Berry

Guests Present: Philip Rickman, Beth Trautwein, Bill Warinner

1. Call to Order: 5:30PM.

2. Adoption of the Agenda: President Shatkin presented the agenda. A motion was made, seconded, and carried to adopt the Agenda.

3. Reading & Approval of the Minutes: The November 11, 2016 and January 11, 2017 meeting minutes were presented at this meeting. A minor correction was requested on the January 11, 2017 meeting minutes. A motion was made, seconded, and carried to approve both meeting minutes.

4. Officer's Reports:

A. Treasurer's Report: Adam reported that the current balance on was \$15,897.72. Joshua discussed that the Annual Dinner was expensive last year. Adam reported that he filed the Chapter's Form 990-N with the IRS. Adam also reminded the Chapter that we still needed to schedule an event to use the \$1,000 received from winning the AIA Florida New Membership Drive Challenge.

B. President's Report: Joshua reported that there were on going issues with getting Adam and Cydney added to the bank account.

5. Committee Reports:

A. Membership Committee: Joshua asked who was in charge of the Membership Committee. Jamie volunteered to be in charge of the Membership Committee.

B. Program Committee:

Continuing Education - Cydney reported that the next Lunch and Learn session is scheduled for February 28th.

Golf Tournament - Joe reported that the Golf Tournament was scheduled for 12:00 pm, April 14, 2017 at Stone Creek in Ocala. Joe also reported that he already had a sponsor for the Hole in One.

Silent Auction with UF Arch Students – There was discussion amongst the members as to the name of this event. Joshua reported that we needed to select a date for this event. Mick recommended that we coordinate this event with the AIAS.

C. Sponsorship Committee: There was discussion amongst the members as to the duration of allied membership for those who sponsored the annual dinner. Michele will look into the duration of that allied membership. Philip reported that he will put a list together of sponsors who want to participate in this year's annual dinner. There was discussion amongst the members as to who should be in charge of the Sponsorship Committee. Even though the Vice President would typically be in charge of the committee, Cydney is a state employee and can't fill that role. Adam volunteered to be in charge of the Sponsorship Committee.

D. Government Affairs Committee: Joe reported a good turn out at the Government Legislative Day. Joe also reported that the AIA group had an opportunity to meet with Sen. Perry. Joe reported that key issues discussed during this event including a proposed bill to the define of substantial completion for consultants and the proposed changes to the Consultants Competitive Negotiation Act (CCNA) to a “best value selection”. Joe reported that a description of these legislative issues was included in the February 17, 2017 AIA Florida Friday Facts.

Old Business:

A. Accreditation Update: Joshua reported that he spoke with Becky last Wednesday in regards to the Chapter Insurance requirements. He also reported that he needed a list of the 2015 Lunch & Learns that included sponsors and subject. Michele will pull that list together. The Chapter will need a written Record Retention Policy for accreditation. Joshua reported that there is a push to have each component establish their own Jacob Leadership Committee and to set aside \$1,000 to support those activities. This committee would provide a formal mechanism and road map to get people involved with AIA and community leadership. There was discussion amongst the members as to what the Chapter was doing to support interns going through the ARE process. A suggestion was made that the best people to provide this support would be those who have recently completed the ARE. Another suggestion was that the Chapter have a list of how many interns we have going through the ARE process. More discussions expected at the next meeting.

B. Budget: Joshua reported that he will have revised budget at the next meeting.

7. New Business:

A. Grassroots Attendance: Joshua reported that we don't have anyone scheduled to attend the Grass Roots in March. Adam may want to go but he will have to check his schedule.

B. AIA Conferences: Joshua reported that the Conference on Architecture will be in Orlando on April 27-29. The AIA Florida Conference will be in Naples on July 27-29.

C. Michele reported that Robert Taylor, from Palatka, is retiring soon. He had given her a letter to send out to the membership to see if anyone wanted to take over his business.

Adjournment 6:36 PM

Next Board Meeting: Second Monday of the month at 5:30PM; March 13, 2017 Monday
Location: CH2MHILL 3011 SW Williston Road, Gainesville, FL 32608.

Submitted by, Eva Maria Kirkman