



AIA Gainesville

Board of Directors Meeting Notes
August 14, 2017 5:30PM
3011 SW Williston Road, Gainesville FL 32608

Final

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

Members Absent: Warren Berry

Guests Present: Beth Trautwein, Phil Rickman, Linda Rickman, Bill Warinner

1. Call to Order: 5:31PM.

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 July 10, 2017 meeting minutes were presented at this meeting. Linda reported that a correction was required to the time of the DNA. The time should read 5:30PM. A motion was made, seconded, and carried to approve the meeting minutes with that correction.

4. Officer's Reports:

A. Treasurer's Report: Adam reported that the Chapter received \$600 from Sherwin Williams but a notation, as to the purpose of the check, was not included. Joe reported that the check may have been provided to support the Golf Tournament. Joe will check and verify.

Adam gave Linda \$200 to cover the down payment for Annual Dinner venue reservation.

Adam reported that he was looking into digital check deposits with the credit union.

B. Secretary's Report: Nothing to report.

5. Committee Reports:

A. Program Committee: Cydney reported that the next Lunch & Learn from H2 Engineering. Cydney also reported that since H2 Engineering is not a vendor they were looking for a venue that was low cost. Cydney proposed a brown bag lunch. Bill proposed to have Gator Fire sponsor this Lunch and Learn since H2 would be speaking about Fire Safety. Discussed the possibility of having the Chapter pick up the cost of this Lunch and Learn. A motion was made, seconded, and approved for the Chapter to pay for this Lunch and Learn and hold it at the Blue Gill with a limited menu.

Silent Auction – Cydney reported that she will follow up with Bradley to set a date. Beth reported that we would prefer that the Auction be scheduled for September and not October. Adam gave his ARE study materials to Beth for the Auction. Beth reported that donations for the Silent Auction should be dropped off at CH2M office at 3011 SW Williston Road.

Adam reported that he was trying to get the UF AIAS President to attend our next Chapter meeting

B. Membership Committee: Jamie reported she has been working on a list of resources for people transitioning from ARE 4.0 to ARE 5.0. Discussed whether we should add our Chapter logo and post on our website. Adam asked if this list needed to be vetted prior to posting on our website.

Jamie reported completion on the task of contacting of lapsed members to ask if they wished to return.

Jamie also reported that she received an e-mail from AIA Florida requesting for her to verify members who had passed.

C. Sponsorship Committee: Adam reported that he was soliciting national vendors for the Annual Dinner. Adam asked whether he should focus on one vendor per type of material and those with a local presence. Linda gave Adam a list of last year's vendors. Adam asked how much it should cost for the sponsorship. Discussed that last year the cost was \$250 per vendor.

D. Government Affairs Committee: Joe reported that there was no change from the last report.

Joe reported that each member should individually donate to FPAC. As a Chapter we donated \$1,000 to FPAC during the Convention.

Old Business:

A. DNA: The next DNAs are scheduled Friday September 1st at 5:30 pm at the Red Onion. DNAs are typically scheduled for the 5:30PM on the first Friday of each month.

B. Intern Programming: No report.

C. Annual Dinner: Linda provided a report on the plan for the Annual Dinner. The location of the dinner will be the Gainesville Garden Club. The dinner will be in the Main Room and the Sponsors will be in the Laura Carmichael Room. The cost for the venue rental will be \$1,086.30. Discussed the two catering options. A vote was taken and Chef Brothers Custom Catering was selected. Linda reported that someone needs to supply the alcoholic beverages. Joshua reported that he will contact Phyllis to ask if she was interested in handling this task. If she was not interested then Joshua will take care of it. Linda requested help to set up. Discussed using a florist to set up the 9 table center pieces. Cydney volunteered to contact florists to make the arrangements. Mick volunteered to format and print the program. Discussed that typically the current State AIA President is invited to be the speaker. Joshua will contact her to ask is she was available. Linda reported that she will e-mail the invitations to the current members.

D. Ask an Architect at the Florida Community Design Center (Fridays 12:00 to 1:00PM): Bill reported that the program is moving along.

7. New Business:

A. Chapter Facebook Page: Joshua reported that AIA Florida had no issues with the Chapter using a Facebook page to post upcoming events. Jamie reported that she will start posting events.

B. Next Year Chapter BOD Officers: Discussed next years officers which need to be included in the Annual Dinner Program. The Vice President will become the President. Cydney will be listed as the incoming President. Mick volunteered to fill in as the Vice President. Adam will stay on as the Treasurer. Joshua will become the State Director in place of Joe. Jamie and Eva will swap positions. Jamie will become the Secretary and Eva will be the Associate Director. Michele will stay on as a Chapter Director. Bill Warinner volunteered to become a Chapter Director. Discussed that we should ask Mark Humbert to become one of the Chapter Directors.

Adjournment 6:55 PM

Next Board Meeting: Second Monday of the month at 5:30PM; September 11, 2017 Monday
Location: CH2M 3011 SW Williston Road, Gainesville, FL 32608.

Submitted by, Eva Maria Kirkman