



AIA Gainesville

**Board of Directors Meeting Notes
September 18, 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, Shelby Taubenkimmel (UF AIAS President)

1. Call to Order: 5:35PM.

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 August 14, 2017 meeting minutes were presented at this meeting. A motion was made, seconded, and carried to approve the meeting minutes.

4. Officer's Reports:

A. Treasurer's Report: Adam reported that he had set up a Paypal account so that payments to the Chapter will not have to be by check and we will be able to accept credit cards. This can be used for any Chapter activities such as the Annual Dinner. Adam also reported that he is still working on digital check deposits with the credit union.

Adam presented the ledger and reported that more membership dues had been added to our income. Adam also reported that he made some of the payments for the Annual Dinner expenses.

Phil suggested that the ledger include the amount we have budgeted for the year in order to track whether we are on budget or over budget.

B. Secretary's Report: Nothing to report.

5. Committee Reports:

A. Program Committee: Cydney reported that the last Lunch and Learn was cancelled due to Hurricane Irma. Discussed whether a couple of Lunch and Learns needed to be added to the schedule this year. Cydney reported that the Lunch & Learn from H2 Engineering will be at the Blue Gill.

Cydney reported that she will need to fill out forms for AIA Florida reporting next years Gainesville Chapter Board of Directors Officers.

Cydney reported that Grass Roots will be in San Diego next year. She will send the information to Mick.

Zebra Auction – Beth reported that she hadn't heard a confirmation date from Bradley. Beth requested approval from the Chapter to use \$100 to purchase snacks for the students. Shelby reported that the UF School of Architecture had advertised September 29th as the date of the Auction. Discussed the location of the auction. Shelby reported that the advertisement did not mention the use of the Gallery and most likely it would be held in the Atrium, which is outside the Gallery. Linda suggested increasing the amount to be used for snack purchases to \$200 since the AIAS has received information that at least 80 members were planning to attend. A motion was made, seconded, and carried to approve \$200 for purchasing the snacks.

B. Membership Committee: Adam suggested that the new member event be held at the brewery that Joshua designed, to showcase local architecture. Joshua will speak to the owner to set a date for the event. Discussed that a Friday evening was preferable to everyone.

Cydney reported that we now have an up to date list of all the Chapter members.

Jamie asked if she could post photos from our activities, such as the Annual Dinner, on our Facebook page.

C. Sponsorship Committee: Adam reported that some of the sponsors who participated at last year's Annual Dinner were not available to participate at this year's event because they were already booked. Only 3 sponsors have agreed to come: Straw Woodworking, Burke, and Shaw. The AIAS will also have a table in the sponsor area but will not be an official sponsor. Linda reported that she had ordered additional tables and dinners for the sponsors. Mick requested a list of all the sponsors to include in the program. Joshua suggested that Adam speak to the Thyssen Krupp, elevator manufacturers, to ask if they were interested in becoming a sponsor and having a table at the Annual Dinner.

D. Government Affairs Committee: Nothing to report.

Old Business:

A. DNA: The next DNAs are scheduled Friday October 6th at 5:30 pm at the Red Onion. Jamie reported that she has added this event to our Chapter Facebook page.

B. Annual Dinner: Joshua reported that he will take care of the alcoholic beverages. Cydney reported that she ordered red flowers for the table center pieces. Discussed that the flowers will be given away at the end of the evening and that Adam will give out the tickets as people check in. People helping with the setup of tables should show at 4:00 pm. Linda reported that she needed a check for \$2122.54 which doesn't include gratuity.

C. Ask an Architect at the Florida Community Design Center (Fridays 12:00 to 1:00PM): Nothing to report.

7. New Business:

A. Topic for Annual Dinner Speakers: This discussion was deferred until after the meeting.

B. UF AIAS President: Shelby reported that the Architecture Students want to be more involved with Chapter activities to have more access to Architects. Discussed that they

wanted to have more panel type discussions with Architects to talk about Internships and networking. Mick, Adam, and Jamie volunteered their offices to host small groups of students who want to tour local Architect offices.

C. \$600 from Sherwin Williams: Joe reported that this \$600 were to be applied to sponsorship of the Annual Dinner.

Adjournment 6:30 PM

Next Board Meeting: Second Monday of the month at 5:30PM; October 9, 2017 Monday
Location: CH2M 3011 SW Williston Road, Gainesville, FL 32608.

Submitted by, Eva Maria Kirkman