



**Board of Directors Meeting Notes  
November 12, 2018 5:30 PM  
Community Design Center**

Members Present: Cydney McGlothlin, Adam Gayle, Mick Richmond, Jamie Holt, Eva Kirkman, Joshua Shatkin, Bill Warinner, Mark Humbert  
Members Absent: Michele Borst

1. **Call to Order:** 5:27 PM.

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

3. **Reading & Approval of the Minutes:** Last months meeting minutes were presented. A motion was made, seconded, and carried to approve the past months meeting minutes.

4. **Officer's Reports:**

- A. **Treasurer's Report:** Ledger presented.
- B. **Secretary's Report:** Nothing to report.

5. **Committee Reports:**

A. **Program Committee:**

**Lunch & Learns:** We've had our last lunch & learn for the year.

**Holiday Party:** Mick to call to see what dates Leonardo's 706 is available. December 12th, 13th, 18th, 19th or 20th are more ideal than others dates. Appetizers and two drinks per person covered by our chapter. Meals covered by individuals.

**Fall Art Festival:** December 1st & 2nd. Adam to check to see if a cover is provided. Adam to put out a paragraph to the membership about the festival and include a sign-up sheet, which will include start up and take down times. We will need items to show visually since there aren't very many entries from the design competition. Josh to check with state on pamphlets for why you should hire an architect. Josh to bring AIA 150 banners. Mick to call out to membership to see if anyone has items to display or wants to drop off their business cards. Jamie brings candy dish. Bill has cash box in case we sell Ron's books. Cydney to see if we can borrow the Rickman's table cloth.

**AIA Gainesville Design Competition:** Mick to reach out to those who picked up wood to see if anyone will be turning entries in to be judged.

B. **Membership Committee:** Membership renewal notices will be sent out next month. We do not currently have a membership chair. This person will be liaison to Tallahassee and check to make sure we aren't missing people who renew in the middle of the year. They will also write welcome notices.

C. **Sponsorship Committee:** Adam has started lining up lunch and learns.

D. **Government Affairs Committee:** Josh going to St. Pete for quarterly meeting. SAP certification now needs FEMA certification as well. Josh to follow up on state schools and keep us informed. Jacob Leadership Institute will be entered by Adam.

## 6. Old Business:

**A. Ask an Architect:** Bill has this coordinated for this month. Nov. 16: Adam; Nov. 30: Mark; Dec. 7th: Mick.

**B. Component Accreditation:** Due January 15th. Audit still needs to be completed. Cydney to write paragraph and Jamie and Cydney to perform audit. Member survey needs to be completed. Jamie to write survey and Mick to send out.

**C. Thomas Center Plaque:** In progress.

## 7. New Business:

**A. DnA:** Adam to host DNA on November 30th. January 4th is Mick. February is Josh. March is Cydney. Cedric & Julie Christian and Phil & Linda Rickman would like to host in the future.

**B. Legislative Day** is February 5th.

**C. Strategic Plan:** Adam to send graphic to Cydney

**D. Community Design Center:** Be thinking on how we can support them. We will discuss this further at our next meeting. What programs would we have here? How can we support them?

**E.** Chamber of Commerce membership to be re-upped.

## Adjournment 6:40 PM

Next Board Meeting: December 3rd at 5:30PM

Location: Community Design Center

Submitted by Jamie Holt