



**Association for Learning Environments
Midwest Great Lakes Region**

January Leadership Meeting Minutes

Date: 15 January, 2016
Location: Via Web Ex
Time: 9:30AM – 10:30AM (EDT)

- 1) **Call to Order:** President Drerup called the Meeting to order.
 - a) Roll Call of Board of Directors:
 - i) President: Melanie Drerup – Present
 - ii) Vice President: James French – Absent
 - iii) President-Elect: James Woods – Absent
 - iv) Past President: – Steve Turckes - Absent
 - v) Secretary: Rick Dewar - Present
 - vi) Treasurer: George Kacan – Present
 - vii) Area 1 Governor (Ontario): Vacant
 - viii) Area 2 Governor (Ohio): Holly Mclean- Absent
 - ix) Area 3 Governor (Michigan/Indiana): Greg Monberg - Present
 - x) Area 4 Governor (Illinois/Wisconsin): Ed McMilin - Present
 - xi) Area 5 Governor (Minnesota/North Dakota/South Dakota): Sarah Guyette -Absent
 - xii) Area 6 Governor (Neb./Kansas/Iowa/Missouri): Allan Millbradt – Present
 - xiii) International Board Representative: Troy Glover- Present
 - xiv) Chicagoland Chapter President: Robin Randall – Absent
 - xv) Kansas City Chapter President: Brad Kiehl - Absent
 - xvi) Michigan Chapter President: John Davids – Absent
 - xvii) Minnesota Chapter President: Eric Anderson – Absent
 - xviii) Ohio Chapter President: Rodwell King - Absent
 - xix) Ontario Chapter President: Vacant
 - xx) Membership Development Chair- Bob Roop (2014-2015) - Present
 - b) Acknowledgement of Quorum – (Drerup)
 - c) Recognition of non-voting members – (Drerup). - Donna Robinson, Janell Weils
- 2) **Agenda Approval:** The Agenda was approved as submitted.

3) **Approval of Minutes:** Meeting minutes of October 5, 2015 meeting were approved as submitted. Motion by: McMilin Seconded by Glover. Motion passed.

4) **Old Business** (Drerup)

5)

a) Treasurers Report

There have been no substantial changes to the Treasures report since our October Meeting. \$4000.00 was transferred to the Ohio Chapter out of regional conference proceeds. Donna asked if we had authorized the transfer of start-up funds to the Kansas City Chapter. We have, and funds can be transferred to them next week. The annual allocation for membership due of \$10.00 per member generally is transferred from International to the region mid-year and will be expected in the second quarter.

6) New Business

a) Board Vacancies and Elections (Drerup)

Vacant Positions are:

Governor, Area 1 – Ontario

Ontario Chapter President

Elections Required in 2016 are:

President-Elect

Treasurer

Area Governors (3&6)

Chapter Officers

Election Schedule

March 25 Call for nominations

April 1 Nominations Deadline

May 1-4 Nominations from members at the Regional Board Meeting

May 23 Ballots available electronically

June 3 Voting closes and votes verified by third party

June 17 Winners announced

b) 2016 A4LE Regional Conference Update (Robinson)

The conference will be held in Detroit, Michigan May 1-4, 2016, with the theme "A tale of Two Cities". The headquarters venue is the Westin Book Cadillac Hotel, Sunday thru Wednesday. The conference will be held primarily away from the hotel and will include trips to Detroit Public Schools and the Henry Ford Academy on Monday. On Tuesday the trips will include Wayne State University and Cranbrook. Speakers will be present at these venues. Scott Wayne, the International Board Chair will be joining us for the conference. The conference will not feature table exhibits since we will not be spending time at the headquarters hotel.

c) 2017 A4LE Regional Conference Update (Robinson)

The Chicagoland Chapter will be hosting our conference in 2017. They are currently looking at potential venues in Rosemont and Downtown Chicago.

- d) **Iowa Chapter Development** – (Robinson)
Ed connected with Peggy Schneden of Legat Architects in Davenport and sent her Iowa membership information. There are currently 20 members in the State. She was looking to gauge interest in the state or the Quad Cities to form a chapter. Donna will reach out to her and see if there has been any movement since last year.
 - e) **SchoolsNEXT** (Drerup)
Submittals from regional teams are due in March, the regional jury will convene at the Regional Conference in Detroit.
 - f) **MWGL Strategic Plan** (McMilin)
Our strategic plan was updated with an action plan added last year. The only update required is for the branding change.
- 7) **International Board Update** (Glover)
Next meeting will be in a few months. Troy mentioned that committee spots were open and that International sent a request for participation in the committees recently to membership. He suggested that we push participation from our region. Bill Stice is our new Chair Elect, and nominations for the 2017 Chair Elect position are now open.
- 8) **Regional Directors Report** (Robinson)
Donna has been working to update our promotional material to accommodate the new brand. She has produced an 8 1/2 x 11 poster board style “Proud to be a Member” piece for members to download and use at the various conferences they participate in. Contact Donna if you are interested.
Through the work of the emerging professional committee, International has been working to develop an emerging professional group. They are discussing the potential for an emerging professional membership rate.
The schoolsNEXT team is looking for people to serve on 3 committees, organization, global expansion and developing a program for high school and college students.
The content task force is also looking for people to review and update the Guide for Educational Facility Planning. There has been an adjustment to the dues structure for school district members, whose dues have increased from \$49 to \$99.
The introductory PowerPoint that Donna had previously developed for our use in engaging people to join our chapters and region has been update for our new branding. The “Chapter in a Box” material is in progress and should be available in a few months.
- 9) **Committee Reports**
- a) **Governance** (McMilin): Consistent with the International website, the Region and Chapter pages have been updated with the new brand. Ed noted that our policy manual, documents and strategic plan will need the branding update, but suggested that we wait until International updates those documents, to see if any other changes will be needed. Ed also mentioned that we will need to act on the future of the Ontario Chapter. The leadership positions have been vacant for some time and the funds that the chapter once held have been donated. Their account essentially has been liquidated. Bob Roop reported that the people who had previously expressed interest in continuing the Chapter have not stepped up at this point. Donna will provide a list of Ontario members who attended in the International Conference to Bob, who will follow up with contacting them. The Ontario region currently has 39 members.

- b) **Membership:** (Roop) The region currently has 431 members, with 11 new members joining in December. We gained 19 new members in 2015.
- c) **Awards** (Glover): Announcements have been sent regarding the deadlines for the John Shaw Award and the Lee Brockway scholarship. Troy reiterated that we should all participate in finding qualified candidates for the scholarship, and enter the John Shaw award process.

10) Governors Reports:

- a) Area 1 Ontario (Vacant):
- b) Area 2 Ohio (McLean):
- c) Area 3 Michigan/Indiana (Monberg):
- d) Area 4 Illinois/Wisconsin (McMilin):
- e) Area 5 Minnesota/North Dakota/South Dakota (Guyette)
- f) Area 6 Nebraska/Kansas/Iowa/Missouri (Millbradt)

11) Chapter Reports

- a) Ontario Chapter President (Vacant)
- b) Michigan Chapter President (Davids)
- c) Ohio Chapter President (King)
 - i) Troy reported that the Ohio Chapter is up and running, having held three meetings last year. Meetings have been planned for this year and the chapter is looking for ideas to help increase membership, including increasing the geographical reach of the chapter.
- d) Chicagoland Chapter (Randall)
 - i) Ed reported that the chapter held a function in December and will be holding an event in a few weeks. The chapter is in the planning stages for an all-day event to be held in connection with a sister organization.
- e) Minnesota Chapter (Anderson)
- f) Kansas City Chapter (Kiehl)
 - i) Donna and Allan reported that a "Welcome to the Chapter" event was held last week and was attended by 50 people. Donna is working with Brad on a survey to be sent to area members asking what type of activities and focus areas they are interested in.

12) Open Issues/Discussion:

George mentioned that he will be putting together a proposed budget for review in Detroit.

13) Next Meeting Dates

- a) May 1-4, 2016 Regional Conference, Detroit
- b) March 11, 2016 via WebEx
- c) August 12, 2016 via WebEx
- d) Oct 29-Nov 2 International Conference, Philadelphia

14) Adjournment

- a) Motion to adjourn: Troy, Seconded: Rick. Motion passed.