



Board of Directors Meeting – Approx. 6:30 PM, 11/6/2019

Participant:	Email:
Sandy Carpenter	<a href="mailto:scarpenter@beckermorgan.com">scarpenter@beckermorgan.com</a>
Mary Lee	<a href="mailto:mlee@philasd.org">mlee@philasd.org</a>
Kieran Wilmes	<a href="mailto:kwilmes@gparch.com">kwilmes@gparch.com</a>
Sara Woodhead	<a href="mailto:swoodhead@DLRGROUP.com">swoodhead@DLRGROUP.com</a>

Not Participating:

Pam Babuca	<a href="mailto:babucap@studiojaed.com">babucap@studiojaed.com</a>
Tom Hanna	<a href="mailto:THANNA@CBSD.ORG">THANNA@CBSD.ORG</a>
Beth Pasierb	<a href="mailto:beth.pasierb@fcps.org">beth.pasierb@fcps.org</a>
Harry Pettoni	<a href="mailto:hpettoni@sgarc.com">hpettoni@sgarc.com</a>
Cyndi Smith	<a href="mailto:CSmith03@bcps.k12.md.us">CSmith03@bcps.k12.md.us</a>

1. The Board meeting was held at Cava Mezze DC following the Maury Elementary School tour. Mary officially started her Presidency and Kieran was thanked for a full and productive year of service.
2. Sarah and DLR Group staff did a tremendous job organizing the Maury event. DCPS and DGS staff participated in the presentation and tour and provided details on their ed spec requirements, design process, construction delivery methods, and the Percent for the Arts project. Although 20 members registered, only 6 members attended. Kieran noted not all A4LE members at his firm received an email notification. Other possible reasons for low attendance may be the switch in date and time, the free event status, not issuing a save the date, and the DC location, i.e. fear of traffic Mary will contact Carla to request an updated membership list and discuss email distribution concerns.
3. Kieran recommended redoing the chapter member survey to solicit input on best dates, times and topics for future events. It may be possible to reuse survey questions previously developed by Pam. Kieran will search for the old survey and offered to reissue the new survey via SurveyMonkey.
4. Kieran reported Cyndi continues to research a potential event at Dorothy Height ES in Baltimore City; will target early 2020 timeframe, potentially 2<sup>nd</sup> or 3<sup>rd</sup> week in January.

5. Sandy suggested the chapter consider doing one intense “topical” event in lieu of multiple events each year and hold the event between the International and Regional conferences. Additional discussion is required.
6. Sandy will update the CB/DV Board contact list and send to Mary, and Mary will coordinate website update with Carla.
7. Mary reported the East Regional conference (joint Northeast/Southeast) is scheduled for April 1 – 4, 2020, in Washington DC. The first day will be a furniture fair; morning speakers and sessions and afternoon tours will take place on subsequent days. The Tour Committee headed by Bill Brady will be reaching out for tour suggestions in the DC area so forward ideas to Mary. The 2021 regional conference will be held in Philadelphia.
8. Mary was contacted by Ian Sawers, an A4LE member recently relocating to the CB/DV area who wants to know more about the Chapter. The group discussed getting Ian, Emily McMullen, Kat Schooley, and Rachel Pampel involved in East Region Conference committees. Mary will inquire during the next Northeast Region conference call. Sarah offered to be Mary’s backup for Northeast Region conference calls.
9. Mary previously forwarded Northeast Region Meeting Minutes from the International Conference and draft notes from the Northeast Region – 2019 Strategic Planning Event. She asked everyone to review the documents and forward comments.
10. Subsequent meetings will be held the first Friday of each month via conference call using the following call-in number:

Call: 215-400-5100

Participant code: 500357

End of minutes prepared by Sandy Carpenter

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