



VA4LE Board of Directors' Meeting Minutes

Meeting Date: September 18, 2019

Meeting Location: WEbEX

Meeting Time: 10:30 AM

To Join WebEX: Select "Join" from HBA WebEx invitation
Meeting number (access code): 805 254 939
Meeting Password: bNyZT2sJ

Call-In Number: 1-408-792-6300 Call-in toll number

Name	Present on Phone	Name	Present on Phone	Name	Present on Phone
Ben Copeland		Al Ciarochi	<input checked="" type="checkbox"/>	Stephen Halsey	<input checked="" type="checkbox"/>
Maureen Hannan	<input checked="" type="checkbox"/>	Cathy Underwood	<input checked="" type="checkbox"/>	Elaine Fogliani	
Jeff Harris		Vijay Ramnarain	<input checked="" type="checkbox"/>	Edi Francesconi	<input checked="" type="checkbox"/>
Kelly St. Clair		Steve Rough	<input checked="" type="checkbox"/>		
Peter Gretz		Al Orndorff	<input checked="" type="checkbox"/>		
Michael Ross	<input checked="" type="checkbox"/>				
Bill Bradley	<input checked="" type="checkbox"/>				

Meeting Agenda

- Welcome** - At 10:30, President Mike Ross welcomed the Board members and called the meeting to order.
- Approval of Minutes from Last Meeting** – Maureen Hannan made a motion to approve the minutes of the August 14, 2019 Board meeting. Cathy Underwood seconded the motion. The minutes of August 14, 2019 were approved via a vote of the Board.

3. **Treasurer's Report** – Steve Raugh sent out the Financial Statement prior to the Board meeting. The balance on the statement is \$123,035.85. This month's statement included revenue of two registrations and no expenses.

Al Orndorf made a motion to approve the financial report as presented. Al Ciarochi seconded the motion. The financial report was approved via a vote of the Board.

4. **2019 Annual Conference Review** – No Report (Remove from future Agendas)

5. **Post Conference Website Updates** - Mike Ross has received all content from conference and will forward to Edi to post.

6. **2019 Mid-Year Conference**

- a. Theme – The Life Ready Student!!
- b. Tues. Nov. 4, 2019, 8:30 to 3:00
- c. The Academies of Loudoun
- d. **Edi to work with AIA for credits** (Dr. R.J. Weber already approved)

Dr. R.J. Weber from Detroit confirmed to serve as a keynote speaker. He is an authority on the well-being of students.

The plan for the conference will include four break-out sessions with R.J. Weber leading one of the sessions. Tour of the school is one of the sessions

- e. Budget- **Steve Raugh will look at the budget from previous years and create a draft budget.**
- f. Kelly confirmed contribution of drawing prizes – 3D printer, A Makers Table/stools, a set of mobile tables and mobile stool; drawing at lunch
- g. Program updated; **Mike Ross to get to Edi to post on web-site and Edi to set up registration**
- h. **Mike Ross to bring A4LE notebooks left over from last year**

7. **A4LE East 2020 Annual Conference** - Mike Ross reported that the Southeast-Northeast-Virginia Conference is a go, pending the acceptance by all three of a Memorandum of Understanding.

Carla is working on the MOU and will get final to Mike to review.

The presidents of the three groups will serve as the primary planning committee for overall conference planning and format, conference theme, keynote speakers, and conference budget. There will be a conference call every two weeks.

They have tentatively agreed to a monetary split of 50% Northeast and both Virginia and the Southeast receiving 25% of the net profit from the conference.

Mike informed the Board that the planning committee is developing a shortlist of possible conference themes. **Please send Mike ideas.**

Dates:

Wednesday 4/1 – Furniture Fair – Venue not confirmed

If this is scheduled, the fair would be free to conference attendees and school district staff.

Thursday 4/2 – Saturday 4/4 Conference

Sunday 4/5 – extra day if needed

Venue: DC Hilton on Connecticut Ave. – signed addendum to increase room numbers

Committee Volunteers: Would like 2 from VA and SE (Al Ciarochi to request volunteers from SE at Thurs. Sept. 19 meeting)

- Content (breakouts): VA-Maureen Hannan and Cathy Underwood

SE-

- Sponsorships: VA-Stephen Halsey and Steve Raugh

SE-Chuck Saylor

- Learning Tours (TBD): VA-Kelly St. Clair

SE-Bill Bradley

- Awards: VA-Vijay Ramnarain

SE-Rhonda

Other:

Virginia will need to have an annual meeting at the conference.

It was decided that the Virginia winner of SchoolsNEXT would not attend the conference unless the Virginia team won the Southeast competition. Only the Southeast and Northeast winners would attend the conference.

The Board agreed that the conference should include Architectural Exhibits as well as Design competition with VA university students

8. **2021 Annual Conference** – Edi has sent out an RFP for hotels for the Virginia 2021 Conference. Possible locations are: Williamsburg, Norfolk (Marriott or Hilton Norfolk Main) and Roanoke. No proposals received yet.

- 9. Schools Next Update** – Last month Elaine Fogliani reported that she contacted the schools that participated last year. Frederick County replied expressing interest in participation this year. She will follow-up with the other teachers. Vijay Ramnarain suggested that once the teams were registered, a webinar be held to outline the expectations of the competition.

Bill reported no schools signed up yet for VA

Elaine has 2 schools she is working with

Reminded to assist in recruiting schools for the program; soliciting mentors

- 10. Student Design Competition Update** – Hampton University has kicked off competition with 4th years. They are proceeding with site analysis; 6-7-week process
-3 architectural firms mentoring
VA Tech doesn't start until second semester

11. Southeast Region Update

- SE meeting at conference Sat. night 6-7 pm -International conference attendees encouraged to attend Leadership Training; Vijay, Cathy and Al Ciarochi attending conference representing Virginia

- 12. International Update-** International conference attendees encouraged to attend Leadership Training on Thurs. of conference; Vijay, Cathy and Al Ciarochi attending conference representing Virginia
-The International Board established a Task Force to study accounting best practices for chapters.
Bill Bradley and Troy Glover are nominated to be the chair of the International Board

13. Next Meeting Date: October 16, 2019

Next Meeting Location: Timmons Group, 1001 Boulders Parkway, 3rd Floor,
Richmond, VA 23225

Next Meeting Time: 10:30 AM