



Rocky mountain chapter

Board of Directors **MEETING NOTES**

14 January 2014

Attendance By:

Present	Name	Role	Email
phone	Alan Ford	Board President	aford@fordarch.com
	Anne Weber-Williams	Past President	aweber@bwgarchitects.com
phone	Kari-Elin Mock	President-Elect	kmock@huttonarch.com
	Al Slattery	Director of Programs	alslattery@haselden.com
phone	Ken Fields	Director of Research	kfield@rbbarchitects.com
phone	Kelly Yamasaki	Director of Awards	kyamasaki@ozarch.com
phone	Brian Risley	Director of Outreach	brian@cprarchitects.com
phone	Barb von der Heydt	Secretary/Treasurer-Elect	barbara_vonderheydt@dpsk12.org
phone	Donna Robinson	CEFPI Regional Director	donna@cefpi.org

Copy:

Those present & absent.

- 1) **Meeting Minutes** – none from informal meeting prior to the Holiday Party.
 - a) Kari-Elin moved to approve the November meeting minutes, and Kelley seconded the motion. Nov. meeting minutes were approved unanimously.

- 2) **Regional Update – Alan Ford**
 - a) Consideration of School of the Future in 2014. Will be presented at the Regional Conference this year.
 - b) Regional Conference – March 26-28, 2014 in Berkeley, CA. Planning school tours. Second day of conference on UC Berkeley campus. Do we want representation? Kari may be available. Alan, Brian, Barb & Kelley are not. Will check on funding when we have more financial info. Include conference info in future newsletter for other members.

- 3) **Treasurer’s Report**
 - a) Balance on 1.3.14 - \$119.51 after loan from SW Region of \$500 to reimburse Alan for his expenses to International Conference (on 12/27/13).
 - i) Missing deposits sent to International totaling \$1695.
 - ii) Accounts receivable of \$1500 for sponsorships, SW Region stipend for programs \$1000. Total of \$5,214.51.
 - iii) Accounts payable for catering at Holliday Party is \$941.68, leaving a potential balance of \$34,272.83 when all are received and paid.
 - b) Budget for 2014? Budget template on CEFPI website on RM Chapter home page, under leadership tools.
 - c) International has offered to invoice and accept credit card payment for sponsorships. Is that a service we want/need? Is there a fee for that service?
 - i) Easier for tracking. They’d have a list of who signs up for what level. Donna sends out reminders and follows-up on payment. Can run a report when payments are received, when requested or before the event.
 - ii) Service is free, but there is a small fee if the sponsorship is charged on a credit card. Sponsors may find it easier to pay by credit card.
 - iii) Another Regional Director service: Donna can get sponsor’s logo and website link, put it on our chapter webpage, and provide a quick, long-term “thank-you” to sponsors.
 - iv) She would be glad to send out promotional e-mails for events and would suggest that we list programs on the RM Chapter web page. Just notify her of events as soon as they’re planned. She’ll put info on website.
 - v) Barb moved & Kari-Elin seconded the motion to institute this system for 2014 and evaluate for future based on this experience. Motion passed unanimously.
 - vi) Discussion to keep Linked-In site current and link it to the CEFPI website. Right now put post on Design Awards.

4) Programs

- a) Discussion of possibilities at December meeting: Capacity, safety & security, what are teachers learning about facilities, building tours - key component to attract participants, results of Sandy Hook findings (speaker from New Mexico for Arizona chapter meeting) – webinar?, psychologist who had followed-up on schools with “shooting” experience (SW Regional event?), value of physical meeting vs. webinar, web-based program reaches out to members outside of Denver area,
- b) Discussion of CEFPI capabilities of distance learning presentation of programs. Combine tours with digital presentation. Allows for speakers/programs without expense of travel. Need to work through and work out technology challenges. Test on a board meeting
- c) Discussion on how to find buildings for programs and subsequent tours. Solicitation to members for suggestions (requests or offering) to find locations – e-mail and Linked-In call. Consider architects and contractors as sponsors, when the program is at their school. Suggestion to look at design award winners.
- d) Workshop on 21st Century Learning concepts to bring information to area. In a higher ed facility . . . ?
- e) DPS Downtown Campus as a future tour/topic/presentation.
- f) Higher Education locations – at Auraria, CCD Student Success building (Z), Metro facility near Colfax (R&L) and a 3rd not finished yet (AMD) (**Kelly**). Looking at overlap of 21st C Learning as it applies to higher ed..
- g) Need to start looking at dates and schedules for the year.
- h) Red Hawk E S in Longmont tour is a possibility. National winner last year. Unique principal with creative programs for kids. Principal’s emphasis on exercise/movement for students to enhance/enrich learning. Could be digital presentation with videos. TED presentation is available on exercise program. **Ken** will summarize ideas – what, when, where, how - for board review. Relationship between cognitive ability and motor movement.
- i) **Alan** will follow-up on safety-security perspective for a program.

5) Officers’ Reports

- a) Past President – no report
- b) President-Elect – no report.
- c) Director of Programs – no report. Previous discussion.
- d) Director of Research – no report.
- e) Director of Awards – Jane Crisler is interested in joining Board and possibly working on the award program. Subcommittee in first quarter to review/revise the process. Jane could be on the committee and apprentice with Kelly.
- f) Director of Outreach – no report.
 - i) Discussion: How to outreach to Wyoming? How many members there? Ken volunteered to contact Wyoming members.

6) New Business

- a) School of the Future – Alan. Discussion of how to reach out to schools. Denver Architectural Foundation may have a special level of interest, based on their experience with programs within the schools. Cleworth Architectural Legacy. Teachers have training and then are encouraged to include arch concepts in their curriculum. Alan will send board members links to materials that explain the program, to enable discussion with others.
- b) CEFPI has approximately 3,800 members. Database has 12,000 entries of members and interested parties.
- c) Info/perspective from Donna: Washington Chapter (largest chapter) does monthly dinner meetings. Cost covers dinner - \$50 for members and \$25 for school district members. Offers first-time visitors from school district employees can attend for free. Member fee for meetings is \$5 less than non-members.
- d) Most chapters have Facebook page. Not aware of many chapters with Linked-In connection. CEFPI Facebook page is managed by Donna. #CEFPI#2 #CEFPIWA #CEFPIUTAH Should we have #CEFPIRMC? Set up gmail account for board to access RMC Twitter account.
- e) Donna will post approved minutes on RM Chapter web page.

7) Meeting was adjourned at 5:50 pm.

Next Meeting: *February 11, 2014 at Alan Ford Architects office at 4:00 pm*