



MEETING MINUTES

Southern California Chapter – Board Meeting

April 18, 2018

Meeting was called to order at 11:05 am in The Copper Conference Room, NAC Architecture and via Zoom conference call.

Attendees:

Helena Jubany | President
Orin Williams | President – Elect
Matt Riddle | Secretary
Brett Hobza | Board (at-large)
Dawn Brisco | Board (at-large)
Laura Kazmierczak | NAC Architecture
Tina Frank | NAC Architecture
Scott Hammond | Treasurer

Absent:

Leona Ketterl | Membership Chair
Mariana Lavezzo | HED

Approval of Minutes:

March 2018 meeting minutes approved by all.

Discussions:

- Membership: Carla and Helena discuss new system (still working out the bugs) where reports will be released at the beginning of each month. Carla also notes that it will automatically generate a report to Helena who will in turn distribute it to all board members.
- Design Awards: Helena provides general updates and notes that there is an ongoing separate awards committee working out details for the event. Additionally, Helena to reach out to John Mutlow to serve at Jury Chair. Matt mentions that the physical award is in the works and hopes to

have samples to view at Friday's Marlborough visit. Orin asks if there is a way for contest entries to obtain membership or have entry fees count toward membership. Carla confirms this is not possible. Helena confirms with Carla that entry fees secured so far are now in our account. Scott to contact Michelle (A4LE) to see and manage monies available.

- Fall '18 Events: Ongoing discussion.
- Communications Plan: Tina is working together with Carla on the welcome letter and the newsletter. Carla reiterates the existence of existing files. Says A4LE can work with anything as long as we don't need next day turn-around for posting. 4-5 days' notice is usually plenty of time to get out communications. More to come on social media, etc. Still working on Drop Box, Google Drive options; NAC also adds that there is a new hire with lots of experience in this area.

Open Business:

- Upcoming Events:
 - April event: (Matt) Event is on as scheduled. Arash Izadi (LPA) and Matt Riddle (Marlborough) to present. Lunch and student-led tours to follow. The event is set for 4/20/18 at 11:00 am. LPA Inc. and AKA to present.
 - May awards ceremony. Planning in process, subcommittees at work, Mariana to update. Details: May 24, 2018, A + D Museum, 5:30 pm
 - Helena adds that Ausralia group hotel rates may be available and 2019 should be seriously considered by the board.
- Membership Recruitment:
 - All board members should continue to promote within their own professional networks.
 - Forward LinkedIn Co. page once available.

Meeting adjourned at 11:40 am

May 2018 meeting will take place on Tuesday, 5/15 at 11:30 am via Zoom conference call.