



## MEETING MINUTES

### Southern California Chapter – Board Meeting

May 15, 2018

Meeting was called to order at 11:34 am in The Copper Conference Room, NAC Architecture and via Zoom conference call.

#### Attendees:

Helena Jubany | President  
Matt Riddle | Secretary  
Brett Hobza | Board (at-large)  
Laura Kazmierczak | NAC Architecture  
Tina Frank | NAC Architecture  
Scott Hammond | Treasurer  
Mariana Lavezzo | HED  
Craig Atkinson

#### Absent:

Leona Ketterl | Membership Chair  
Dawn Brisco | Board (at-large)  
Orin Williams | President – Elect

#### Approval of Minutes:

April 2018 meeting minutes approved by all.

#### Discussions:

- Membership: Leona to include reports as an update in separate communication.
- Design Awards: The awards show is on track to take place next week (5/24) at A&D Museum. Mariana shares screen to go over event schedule and details. Several tasks remain- she will delegate and arrive early at event location to set up. So far there are seven sponsors for the awards event, Mariana to add Marlborough per Matt's request. Matt: The final design for the physical awards has been chosen, the board however discusses colors and finishes. Matt to see if clear

filament will work for the 3D printed portion of the award. Also, Matt to get photos of the design/build process and share a file with Mariana for event slideshow. The board discusses drink and catering options such as Bev Mo and Bristol Farms. Mariana to finalize and expense. Priscilla will assist in event handout.

- Fall '18 Events: The board is considering an interactive classroom experience at Vantage's Showroom. Scott asks if October event should still be in conjunction with CASH and the board as a whole thinks that is a good idea and should remain. The Programs Committee (when in place) can help coordinate.
- Communications Plan: In the works. Tina is working together with Carla on the welcome letter and the newsletter. Carla reiterates the existence of existing files. More to come on social media, etc. Still working on Drop Box, Google Drive options; NAC also adds that Christina will be able to help. Helena to ask Carla to update functions and news on the website.

### Open Business:

- Upcoming Events:
  - May awards ceremony. Planning in process, subcommittees at work, Mariana to update. Details: May 24, 2018, A + D Museum, 5:30 pm
- Membership Recruitment:
  - All board members should continue to promote within their own professional networks.

### Meeting adjourned at 12:14 pm

June 2018 meeting will take place on Tuesday, 6/19 at 11:30 am via Zoom conference call.