

**AIA EASTERN OHIO CHAPTER
BOARD OF DIRECTOR'S MEETING MINUTES
4-20-11**

Attendees: Doug Abbatiello Mike Fagan Gregg Strollo
 John Orsini John DeFrance Annissa Pontikos
 Doug Sipp

Additional Distribution: Summer Barker, Tom Baker, Jay Crafton, Bruce Sekanick

Meeting called to order: 5:26 p.m.

Meeting Minutes of 3-23-11:

Motion to accept : Gregg Strollo Seconded: Doug Sipp

TREASURER'S REPORT:

- The transfer of Quick Books to John Orsini is not yet completed. John and Doug must get this completed.
- Investments are coming back. We are invested 60% Stocks and 40% Bonds.
- Ad for Architects Week in the Business Journal was \$360.00.
- The Board feels we'll need to raise approx. \$20,000 this year for Scholarships and Local Advocacy Programs.
- A motion to accept the Treasurer's Report was made by John DeFrance and seconded by Annissa Pontikos.

STANDING COMMITTEES:

Standing Committee Assignments were revised for 2011 and are as follows:

Committee	Chairperson	Members
Annual Meeting	Jay Crafton	Mike Fagan, Annissa Pontikos, Doug Sipp, Tom Baker
Golf Outing	Mike Fagan	Gregg Strollo, Doug Sipp, John Orsini, Summer Barker, Annissa Pontikos
Membership	Mike Fagan	Annissa Pontikos, John DeFrance
Website / Media	Doug Abbatiello	Jay Crafton, Bruce Sekanick
Continuing Education	John DeFrance	Summer Barker
IDP	Annissa Pontikos	
Gold Medal	Mike Fagan	Doug Sipp, Annissa Pontikos, 2 Previous Recipients
Advocacy	John DeFrance	Mike Fagan, Annissa Pontikos, Jay Crafton, John Orsini, Gregg Strollo
Political Action / PR	Bruce Sekanick	Gregg Strollo, Jay Crafton, Doug Sipp
Ohio Director(s)	Jay Crafton	Gregg Strollo

- **ANNUAL MEETING:**
 - Location: Upstairs Lounge.
 - Date: Friday, November 18, 2011.
 - Mike gave the Menu from the Upstairs Lounge to John Orsini who will deliver it to Jay Crafton.

- **AWARDS EVENT:**
 - John Orsini will get the plaques to the Architects.
 - There will be no Awards Event in 2011 as the Board voted in 2010 to have the Awards Event every other year.

- **GOLF OUTING – FUNDING / PARTICIPATION / CAMPAIGN**
 - Outing Location: Tippecanoe.
 - Date: Monday, June 27, 2011.
 - Need advertisement in paper end of April – beginning of May. Mention that the money raised will be put back into the Community.
 - Lunch at 11:30 a.m.
 - Shotgun start at 12:30 p.m.
 - Cocktails & Snacks at 5:30 p.m.
 - Board will be responsible for the bar tab.
 - Sponsors - \$500 = 4 some. \$750 = 4 some, name in program & on banner.
\$1,000.00 = Two 4-some's, name in program and on banner.
 - Sponsors may also sponsor a hole for \$125.00.
 - Doug A. suggested we contact architects in Northwest Pennsylvania also. Marlene will obtain the list and get it to Mike Fagan.
 - Raffles
 - Annissa will handle the “goody bags”.

 - March Meeting Update:
 - “Save the Date” cards were emailed to members on March 22, 2011. Mike Fagan stated that the cards have also been mailed.
 - Letter sent to 4 Ohio architecture colleges to collect names of potential scholarship recipients. Two scholarships of \$500 each to be awarded.
 - Potential Sponsor list was reviewed. Members were encouraged to add names.
 - Sponsorship Levels and Member Participation Levels were reviewed.
 - 108 foursomes is the goal.
 - New Acura is the prize for a hole in one.
 - Scramble format, no handicaps.
 - Only AIA members can participate at member rates. Guests must pay the sponsor level rates.

- April Meeting Update:
 - Letters were mailed to the Universities about the Scholarships.
 - Universities were given a deadline of 5-15-11 to give us their recommendation of possible students. Students must come from the Mahoning, Trumbull, Columbiana area.
 - We will select a student after the 5-15-11 deadline. If the Student wants to come to the golf outing, they can and we'll award the scholarship to them at that time.
 - Mike will send out the Sponsor Packet to the Board Members.
 - Mike e-mailed the Sponsor Listing. If you contact someone on the list, mark it in color and get it back to Mike.
 - 170 Letters and sign-up forms were mailed.
 - Budget has been set.
 - Need approx. 150 "goody bags". Need contributions for the bags.
 - Marlene gave Mike a list of the northwestern PA AIA members that Doug A. suggested to start including in our events. Mike is going to hold off on them for now until we see how many golfers we get.
 - Marlene e-mailed the actual invite to the members on 4-20-11.
 - Mike mentioned that he estimates we'll need about 8 volunteers for the day of the golf outing. Marlene and Annissa will work the registration table which will include a 50/50 raffle, new membership, etc.

- **MEMBERSHIP:**
 - Reviewed the latest membership list – Chapter has 69 members at present.
 - New Affiliate Members may be tough to acquire this year because of the golf outing sponsorships.
 - Membership Applications will be available at the golf outing.

- **WEBSITE/MEDIA:**
 - Bruce reported that Angie (AIA Ohio web consultant) is working on the upgrade. Go Daddy does not appear to work well with Joomla so she is trying the Word Press format.
 - Mike is going to check with Bruce on when our website will be upgraded.
 - Depending upon that date – Marlene will work with Doug A. on updating the information on our website.

- **CONTINUING EDUCATION:**
 - May 10, 2011 – Masonry Materials c/o the Brick Institute of America – “Masonry Has It All For Your Exterior Wall” or “Exterior Wall Systems (SD)”.
 - New Code takes effect in September or October. Bruce will do a session in the Fall of 2011 and we’ll use the Auditorium for that one and end it at 1:30 p.m.

- **I.D.P.**
 - Second Annual Floating Happy Hour, AIA Cleveland, 6-3-11.
 - The Board added our name to the Floating Happy Hour Banner at no cost.
 - The Board voted to purchase 20 tickets at \$20.00 each and sell them to our members. Motion made by John DeFrance. Seconded by John Orsini.
 - Sponsor’s who donate \$1,000 will receive two (2) complimentary tickets to the Floating Happy Hour.
 - Annissa will e-mail Marlene the flyer for her to e-mail to the membership.
 -
 - Annissa mentioned that AIA Akron & AIA Cleveland want to begin doing study groups again.

- **ADVOCACY**
 - John DeFrance reported that Holly is thinking of doing a 2nd grade coloring book with architectural terms and 3rd grade hard assembly puzzles with architectural terms on the buildings. Choffin will possibly produce the puzzle pieces. Holly is going to write an overview. Ron Faniro is going to do the coloring book. Gregg mentioned that he has a lot of material on the downtown buildings.
 - Grant deadline has been extended to April 29, 2011. The Board decided that we would not submit for any additional Grant money.

- **GOLD MEDAL: No Update**

- **P.A.C REPORT:**
 - Deadline is May 1, 2011!
 - Mike Fagan passed out an e-mail he received from Kate regarding the PAC Goals that stated that between now and 5-1-11 if Chapters meet 18% of their PAC goal – they will qualify for a 50% increase in the Advocacy Grant Award. OR – between now and 5-1-11 meet 25% of the Chapter PAC goal – and qualify for a 100% increase in the Advocacy Grant Award. Our Chapter’s 18% goal is \$234.00 and our Chapter’s 25% goal is \$325.00.
 - We’d like to see an average donation of \$25.00 per member. But members should be encouraged to donate even \$5 or \$10. We usually raise \$1,200.00 as a Chapter. Mike stated a goal of \$2,000 with approx. 75% participation.
 - Doug Sipp will coordinate the PAC for our Chapter.
 - Bruce mentioned that it is important to call each member and/or the Principals of each firm. Bruce and Doug Sipp will split the list and make calls.
 - Mike will add information about the PAC in his monthly Newsletter.

- **OHIO DIRECTORS REPORT:**
 - Date at the Statehouse is scheduled for 6-8-11. Bruce encouraged everyone to try and attend.
 - Regional Convention is scheduled for 9-15-11 thru 9-17-11 in Dayton, Ohio.
 - Mike Fagan will check with Bruce to see if he is going to the National Convention in New Orleans He will have our voting rights. We have 4 votes as a Chapter.
 - John Orsini will also check with Gary Balog to see if he is going.
 - Gregg Strollo mentioned that the State is thinking of changing the threshold of small business to \$20 million in billings. He felt that the Chapter should go on record with a letter saying that we do NOT support this.

OLD BUSINESS:

- Strong Kids Campaign Participation (YMCA): Board elected to send a \$200.00 donation to this Campaign. Mike Fagan will have Doug Sipp prepare the check and send. Motion made by Jay Crafton. Seconded by John Orsini.
 - John Orsini will get the check and give it to Mike to hand deliver to the YMCA – **John Orsini stated that this has been done.**
- Chase Bank – Potential Offers to Members: Mike Fagan received the packet from Chase and will review it.

NEW BUSINESS:

- Architecture Week (4-10-11 thru 4-16-11) was discussed. Mike suggested putting an ad in the Business Journal and asked for ideas and input from the rest of the Board.
 - **Ad was placed.**
- Gregg Strollo began a discussion regarding how YSU Facilities Dept. interacts with the local Architects. He suggested a meeting be held with Dr. Anderson (YSU President) regarding this issue. Matching up the needs of the project with the capabilities of the local Architects. Mike will send out an e-mail to the Board asking them to give this some thought and come to the May meeting with some suggestions of how the Chapter might help YSU.

Motion to adjourn made at 6:50 p.m. Motion made by Gregg Strollo and seconded by Doug Sipp.

Next meeting: Wednesday, May 25, 2011.