



PRESENT:

BOARD: Alison Morita, Assoc. AIA; Kevin Pollem, AIA; Ada Mancilla, AIA; Kristi Byers, AIA; Richard Nowicki, AIA; Joanne Christy, AIA.

STAFF: Elizabeth T. O'Malley

The regular monthly meeting of the AIA San Diego Chapter Board of Directors was called to order on Wednesday, August 25, 2010 at 7:36AM at 110 West "A" Street, the President, Mr. Pollem presiding.

REPORTS

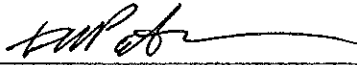
The following individuals gave reports: Treasurer Paterson.

MOTIONS OF THE BOARD

- M1.** *"Motion to accept July minutes."*
M.1.1 Motion- Ms. Christy
M.1.2 Second- Ms. Morita
M.1.3 M/S/C/U
- M2.** *"Motion to accept Treasurer report."*
M.2.1 Motion- Ms. Christy
M.2.2 Second- Ms. Morita
M.2.3 M/S/C/U
- M3.** *"Motion to accept letter of nomination on behalf of Paul Schroeder, AIA."*
M.3.1 Motion- Ms. Morita
M.3.2 Second- Ms. Christy
M.3.3 M/S/C/U
- M4.** *"Motion to accept the DesignDIVA charter as presented."*
M.4.1 Motion- Ms. Morita
M.4.2 Second- Ms. Byers
M.4.3 M/S/F
- M5.** *"Move to send a welcome letter, translated in Portuguese, to IAB President Parnhos, extending a welcome to him for his pending visit to the United States, California, and possibly San Diego and referencing the possibility of bringing an IAB exhibit at no cost to the AIASD chapter."*
M.5.1 Motion- Ms. Morita
M.5.2 Second- Ms. Christy
M.5.3 M/S/C/U
- M6.** *"Move to accept ExCom's recommendations for the Distinguished Service Awards as presented."*
M.6.1 Motion- Ms. Byers
M.6.2 Second- Ms. Christy
M.6.3 M/S/C/U
- M7.** *"Motion to table Agenda Item A14 to the September Board of Directors meeting."*
M.7.1 Motion- Ms. Christy
M.7.2 Second- Mr. Nowicki
M.7.3 M/S/C/U

The meeting adjourned at 9:30am.

Respectfully Submitted:



Doug Paterson, AIA
Secretary, AIA San Diego

9/22/10

Date

Action item(s):

- Staff to request a conference call with AIACC relative to the background and potential next steps of the SDCCC letter. Staff to determine results re: who participated in the RFP, if any firms withdrew from the RFP, etc. Staff and Board to consider hosting a symposium relative to non-stipend design competitions, intellectual property, and contract indemnification. Involvement of AIACC and AIASD's AGC committee should be considered/requested.
- Staff to circulate copies of "August 90-second survey" and "Good Deeds" survey drafts to BoD for input and edits in ample time for input and distribution to the membership no August 30 and September 5 respectively. (Staff to send to Ms. Morita's gmail account.)
- Staff to circulate AIA 2011 Committee spreadsheet to BoD with staff recommendations for nominations by September 1. BoD to provide any additional suggestions by September 6. Following all input, staff will circulate the final list for electronic approval no later than September 14, with letters of nomination sent to those approved for their consideration and subsequent formal nomination prior to the October 2 deadline.
- Staff to review potential commissioner meeting agenda items and make recommendations as to whether a September 16 commissioner meeting is necessary.



2010 AIASD Board of Directors Meeting Attendance Chart

Updated: August 25, 2010

Board Members:	Jan 27	Feb 24	Mar 24	Apr 28	May 26	Jun 23*	Jul 21	Aug 25	Sep 22	Oct 27**	Nov 3	Dec 15	
Byers	★	★	★	★	★	NA	★	★					7:7
Christy	--	--	★	★	★	NA	--	★					4:7
Mancilla	★	★	★	★	★	NA	★	★					7:7
McClure	★	★	★	★	★	NA	NA	NA					5:7
Morita	★	★	★	★	★	NA	★	★					7:7
Nowicki	NA	★	★	★	★	NA	★	★					6:7
Paterson	★	★	★	★	★	NA	★	--					6:7
Pollem	★	★	★	★	★	NA	★	★					7:7
Zagrodnik	★	★	★	--	★	NA	--	--					4:7

Staff:													
O'Malley	★	★	★	★	★	NA	★	★					7:7

* Due to a faulty flash drive, the draft minutes recorded at the June 23rd meeting were lost. As such, no actions taken at that meeting – whatever they were – were not valid or binding.



MISSION: Promoting the profession of architecture in San Diego and supporting members in professional excellence.
GOAL #1. Achieve membership growth and retention
GOAL #2. Advance member knowledge in practice and trends
GOAL #3. Promote organizational effectiveness, alignment and financial stability
GOAL #4. Increase public awareness and influence of AIASD and San Diego architecture (VAGUE!!!)

- | | | |
|---|----------|-----------------------------|
| A1. Call to Order | Pollem | 7:30am |
| Consent Agenda items: | | 7:30am-8:15am |
| A2. July minutes (H-Action) | Pollem | |
| A3. Treasurer's Report (H-Action) | Paterson | |
| A4. CEO Report (H-Action) | O'Malley | |
| A5. Schroeder Letter of Nom. for AIACC Regional Director (H-Action) | O'Malley | |
| A6. DesignDIVA's Committee Charter (H-Action) | O'Malley | |
| A7. Letter from AIACC to SD Convention Center (FYI) | O'Malley | |
| A8. Letter to IAB President (H-Action) | O'Malley | |
| A9. Results of July 60-Second Survey (FYI) | O'Malley | |
| A10. Draft of "2011 Good Deeds Survey" (FYI) | O'Malley | |
| A11. Distinguished Service Awards Nominations (H-Action) | O'Malley | |
| Commissions/Committees/Partner Organizations: | | Commissioners 8:15am-8:30am |
| A12. Nothing submitted by commissioners | | |
| Other: | | |
| A13. 2011 AIA Committee representation | O'Malley | 8:30am-8:40am |
| A14. Discussion for 3PCM materials | O'Malley | 8:40am-9am |
| A15. New Business | All | 9am |

Next AIASD meeting dates:

ExCom Meeting: Wednesday, September 8, 7:30am, A-DWRB small conference room
Board of Directors Meeting: Wednesday, September 22, 7:30am, GM

OTHER KEY DATES:

Friday, September 10, 12:30pm-5:30pm, University Club -- 2011 Board of Directors Retreat & Planning Session
Tuesday, September 28, 5:30pm-8:30pm, Fashion Institute -- 2010 Annual Membership Meeting & Distinguished Service Awards

Legend:

- **H-Action** = Handout requiring a board action, typically the requested motion is part of the handout
- **H-FYI** = Handout for informational purposes only, no action/motion needed or requested



PRESENT:

BOARD: Alison Morita, Assoc. AIA; Kevin Pollem, AIA; Ada Mancilla, AIA; Kristi Byers, AIA; Doug Paterson, AIA; Richard Nowicki,

STAFF: Elizabeth T. O'Malley

GUEST: Alison Whitelaw, FAIA

The regular monthly meeting of the AIA San Diego Chapter Board of Directors was called to order on Wednesday, July 28, 2010 at 7:46 AM at 110 West "A" Street, the President, Mr. Pollem presiding.

REPORTS

The following individuals gave reports: Vice President Byers, Treasurer Paterson; CEO O'Malley, Alison Whitelaw, FAIA, SEAB and ANFA reports.

MOTIONS OF THE BOARD

M1. "Motion to accept the VP report."

- M.1.1 Motion- Ms. Morita
- M.1.2 Second- Mr. Paterson
- M.1.3 M/S/C/U

The VP report contained the following motion:

"I move to approve the 2011 AIA San Diego Proposed Slate of Officers & Directors as recommended by the 2011 Nominating Committee."

M2. "Motion to accept Treasurer report."

- M.2.1 Motion- Ms. Morita
- M.2.2 Second- Mr. Nowicki
- M.2.3 M/S/C/U

M3. "Motion to approve CEO report."

- M.3.1 Motion- Ms. Morita
- M.3.2 Second- Mr. Paterson
- M.3.3 M/S/C/U

The CEO report contained the following motions:

"Per Rule of the Board #16 Annual Dues Increase, move to raise AIA San Diego's local dues and subscription rates by 5%, rounded down to the nearest whole number."

"Move to eliminate the structure of step dues beginning with the 2011 dues renewal cycle, with the understanding the Year 1 members in 2010 will grandfathered and will receive the Year 2 discount."

"Move to levy an initial \$15 annual dues fee for student memberships at AIA San Diego beginning with the 2011 dues cycle, which starts October 1, 2010."

The meeting adjourned at 10:01 AM.

Respectfully Submitted:

Doug Paterson, AIA
Secretary, AIA San Diego

Date

Action item(s):

- Alison Whitelaw to prepare an article for the chapter website/newsletter updating the membership on the programs/activities/organizations:
 - Academy of Neuroscience for Architecture
 - City of SD Sustainable Energy Advisory Board representative

2010 AIASD Board of Directors Meeting Attendance Chart													
Updated: July 28, 2010													
Board Members:	Jan 27	Feb 24	Mar 24	Apr 28	May 26	Jun 23*	Jul 21	Aug 25	Sep 22	Oct 27**	Nov 3	Dec 15	
Byers	★	★	★	★	★	NA	★						6:6
Christy	--	--	★	★	★	NA	--						3:6
Mancilla	★	★	★	★	★	NA	★						6:6
McClure	★	★	★	★	★	NA	NA						5:6
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Nowicki	NA	★	★	★	★	NA	★						5:6
Paterson	★	★	★	★	★	NA	★						6:6
Pollem	★	★	★	★	★	NA	★						6:6
Zagrodnik	★	★	★	--	★	NA	--						4:6
Staff:													
O'Malley	★	★	★	★	★	NA	★						6:6

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ACCOUNT	09 Actual		10 Actual		10 Budget YTD		Difference		Comments
	Where we were last year Jul 31	Where we are now as of Jul 31	Where we are now 2010	Where we are budgeted to be thru Jul 31	10 Budget vs 10 Actual	Difference			
Overhead Income - Dues	190,493	180,366	183,086	171,599	8,767			In great shape!	
Overhead Income - Other	36,441	35,925	40,054	37,815	-1,890			slightly behind on a cash basis (\$833); however, ahead of budget (accrual) due to pending large newsletter ad commitments. Continue to put effort in to e-blast income, mailing label income, website ads, con. Docs.	
Overhead Sponsorship	3,850	7,098	7,748	6,000	1,098			Ahead of budget; tracking well for year.	
Overhead Expenses	-187,699	-196,003	-196,003	-190,935	-5,068			Slight overages in almost all expenses -- except staffing (under budget). Some are cashflow related (printing costs that were earlier than expected). Also, one month of 2009 rent wasn't paid -- so 2009 looks better, 2010 currently looks worse...	
Advocacy	-247	-750	-750	2,250	-3,000			An area of concern because of city council candidate forum and charrette (DIVAs may also be challenged to make this \$\$ up but Calexico efforts are ongoing). Staff and commish to make year end projection at Sept. BoD mtg.	
Fellowship	2,141	-186	-186	1,680	-1,866			Need to drum up more non-member attendance (use of FB fan page); also, DesignDIVA income is needed per budget. Staff and commish to make year end projection at Sept. BoD mtg.	
Fellowship Sponsorship	3,000	7,750	9,350	9,750	-2,000			Focusing on sponsor income for AMM-DSA and Holiday ArchiChat; working with DesignDIVAs to get program(s) to generate sponsors....Staff to make year end projection at Sept. BoD mtg.	
Practice	4,334	2,086	2,086	7,431	-5,345			July ADA seminar was very successful. Another \$6K in since July 31st, so it's not as bad as it looks. More \$\$\$\$ likely to be made w/ future ADA and green codes.	
Practice Sponsorship	11,600	8,100	9,900	14,500	-6,400			Staff working on sponsors for green codes, ADA, etc.	
Public Awareness	4,576	8,125	8,125	7,400	725			The books on DA are closed out. Came out right at budget. Done for the year.	
Pub. Awareness Sponsorship	4,250	8,650	8,650	7,000	1,650			Ahead of budget (\$7500 for year); staff working on Traveling Display schedule to secure additional sponsorship income.	
Emerging Professionals	-149	2,511	2,511	2,885	-374			Looks good now but concern with unanticipated costs for APE program... Staff and commish to make projection for Sept. meeting.	
EPC Sponsorship	2,000	2,000	2,000	2,000	0			Have made budget, yet hope to sell one or two small sponsorships to make up for anticipated program deficit noted above.	
BOTTOM LINE:	74,590	65,672	76,571	79,375	-13,703			Same message as last month. We're hanging in there. Overhead income/expense likely to meet budget. Added \$\$\$ from member dues will help cover program shortfalls. With Design Awards mostly done, more staff time being spent on programs, Fellowship & Practice.	

Primarily difference between cash accrual YTD for this report is the accounting of sponsorship income, dues, and other overhead income. Overhead expenses aren't represented on an accrual basis after July 31st and neither is program income/expense.

August 25, 2010

Frank Bostrom, AIA
Secretary/Treasurer, AIACC
1301 J Street, Suite 200
Sacramento, CA 95814

Re: Nomination Letter for Paul E. Schroeder, AIA – Position: Vice President of Regulatory Affairs

Dear Secretary Bostrom,

It is with great pleasure that I submit this nomination letter on behalf of Paul E. Schroeder, AIA for the position of Vice President of Regulatory Affairs. As Secretary of the AIA California Council (AIACC), you are aware that Paul is currently serving in this role on the AIACC Board. It is my hope, along with that of the AIA San Diego Chapter Board, that Paul will have the opportunity to continue on with the AIACC as Vice President of Regulatory Affairs in 2011 and 2012.

Paul has been actively involved with the American Institute of Architects since 1989. Our board and likely most of the chapter's membership knows that he has the dedication, passion and skill sets to effectively lead the AIACC's charge with statewide regulatory issues affecting our profession. Besides serving on our Chapter Board multiple times over the years, including an uninterrupted six-year stint from 2003 to 2008, Paul most recently continued local service as the Chair of our local Urban Design Committee. This group flourished under his two-year leadership with a committee of 11 committed individuals offering professional commentary to the AIASD Board on significant projects and issues involving urban design and its influence on the built environment in San Diego County.

In addition to local Chapter involvement, Paul served on the AIACC Planning and Finance Committee for four years and, of course, currently holds the Vice President of Regulatory Affairs position. Paul's high level of commitment and dedication will continue serve the AIA members in the state of California admirably, and, as such, we are honored to write this letter of nomination. Please feel free to contact me directly at 619.528.1199 should you wish to discuss this nomination letter.

Best personal regards,

Kevin Pollem, AIA
President

PART 1 - DESIGN D.I.V.A. COMMITTEE CHARTER

- 1.1 Committee Name: The Committee will be called the Design D.I.V.A. Committee. It is authorized by the Board of Directors of AIA San Diego and serves at the pleasure of the governing body. Committee oversight resides within the Fellowship Commission of AIA San Diego.
- 1.2 Mission: The mission of the Design D.I.V.A. Committee is to create an environment of camaraderie, collaboration, and shared Values for women design professionals while Developing opportunities for Inspiration and Action within our communities.
- 1.3 Roles/responsibilities
- A. Create budget and determine number, location and time of events and submit to Fellowship Commissioner by November of preceding year.
 - B. Work with staff to determine applicable sponsorships.
 - C. Post events on the website calendar and AIASD newsletter.
 - D. Work with staff to initiate online registration.
 - E. Provide committee member to check-in guests on day of event.
 - F. All Design D.I.V.A. locations and event topics shall be submitted for approval by the Board of Directors at a minimum of two months prior to said event.
 - G. Committee shall commit to contacting various locations for coordination of event.
 - H. If event location is cancelled, due to conflict or other reason, Committee chair shall contact Commissioner as soon as cancellation has been confirmed.
- 1.4 Budget
- A. This Committee shall have its own line item budget in each year's AIA San Diego overall budget that is approved by the Board in advance of any expenditure. Items to be considered for each year's budget:
 - 1. Marketing costs for newsletter ad fees, newsletter inserts, marketing boards, etc.
 - 2. Venue fees
 - 3. Food, beverages, table rental, etc. for the night of each event
- 1.5 Chairperson: Must be a current AIASD member in good standing. Chair shall be responsible for determining heir apparent and training a vice-chair for Chair position.
- 1.6 Committee Membership: Per Rule of the Board #14

- A. Composition: Any current AIASD member is eligible, not limited by type of membership
- B. Term: Annual

1.7 Meeting/Event schedule: Committee may have socials (informal gatherings without specific agenda/topic) to build camaraderie. Quantity of socials shall be determined by the Committee at the beginning of each calendar year and as deemed appropriate with regard to the budget. The Committee shall have additional meeting as required to organize events. Committee shall have a maximum of four (4) events per calendar year.

1.8 Duration: Event committee

END OF SECTION

DRAFT

Award	Nominee #1	Reason for getting award... WHY?	Nominee #2	Reason for getting award... WHY?	Nominee #3	Reason for getting award... WHY?
Distinguished Service by an Associate	Tanya Karamian, Assoc. AIA	Tanya is our monthly BARchitecture volunteer and like clockwork she's there every month checking guests in and executing a great event. Tanya also stepped up and helped AIASD staff early in the year with some admin projects and took the lead of one of the four team in training teams.	Alex Antrim, Kiwi Audio Visual	Alex has been extremely supportive of the AIA San Diego chapter for the last several years - this year he stepped in to be a preser at the last minute at the March PPS and was the man in the booth at this year's Design Awards that made all the AV run smoothly.		
Distinguished Service by an Allied Member	Hansol An, Burkett & Wong Engineers	Excellence in recognizing the value of project collaboration with architects and, specifically, AIA members.				
Distinguished Service by an Architect	Robert Thiele	SAP onsite Calexico contributions and Design DIVAs collaboration for Calexico charette, as well as participation on the 2011 Board Nominating Committee.				
Distinguished Service by an Emeritus Member	Don Goldman	Don volunteered to assist the 50th anniversary archive team and never looked back. He put in countless hours at the AIASD office and at home collecting images and updating our members choice award archives.				
Distinguished Service by a Member Firm	Skala Architecture - Sue Skala	Sue is a sole proprietor and has dedicated her firm's time over the past year on a regular basis.				
Distinguished Service by a Student Member	Pooja Sharma	Pooja has been a "rock" to AIASD in 2010. From volunteering on the DA Archive team to helping out the final hours and night of the event, Pooja is an all-star volunteer and we couldn't have done the event without her this year.				
Distinguished Service for Sustainability	Kevin deFreitas	Consistent commitment to the full integration of sustainable and thoughtful design... See SDAF nomination letter.	Kevin deFreitas	I'd like to nominate Kevin in appreciation of not only his continued commitment to the architectural community through his body of work, but also in recognition of his community outreach to the citizens of San Diego we serve... See Sempra Unilities nomination letter.	Zagrodnik + Thomas Architects	Environmental Sensitivity Zagrodnik + Thomas Architects is committed to sustainability and "walks the walk" when it come to environmental sensitivity... See Jean Zagrodnik nomination letter.

Award	Nominee #1	Reason for getting award... WHY?	Nominee #2	Reason for getting award... WHY?	Nominee #3	Reason for getting award... WHY?
Honorary Membership	Elizabeth O'Malley	Exemplary service to the chapter over the last eight years as CEO.. See Kevin Pollem, AIA nomination letter.				
Public Service	Steven Dalton	See Fallbrook Union High School nomination letter.	Stephen Dalton	See Hanna Fenichel Center nomination letter.	Steven Dalton	Stephen Dalton is a resident of the city of Solana Beach and has chosen to give his talents as a designer to the community...see COSB nomination letter.
Public Service	Stephen Dalton	The Power of Pro Bono... See Next American City nomination letter.	Stephen Dalton	Stephen Dalton founded SDA in 2004 with the beliefs that good architecture improves the quality of life; strengthens communities; and is not exclusively for the wealthy... see Dalton nomination letter.	Steven Dalton	Steve Dalton volunteered his time, talent and treasure to our Montessori School project and helped it become a reality... See Boys & Girls Clubs nomination letter.

Award	Nominee #1	Reason for getting award... WHY?	Nominee #2	Reason for getting award... WHY?	Nominee #3	Reason for getting award... WHY?
Public Service	Keoni Rosa	Keoni Rosa, AIA has served as a member of the North Park Community Planning Committee for 8 years and was termed out this year. Her served on the North Park Garage Art Selection Advisory Committee and was Chair of the North Park Urban Design/Project Review Committee. He is also currently on the North Park Community Plan Update Advisory Committee. Keoni lives and works in North Park. He has volunteered his time for the past 8 years and is committed to his community.				
Certificate of Appreciation	North Island Credit Union	For generously hosting our 2009 AMM & DSA.	Archive Team (Names to Follow)	For putting in over 50 hours of archive time and assisting the Design Awards Committee for the 50th Anniversary.		



August 16, 2010

Carol Wallace
President and Chief Executive Officer
San Diego Convention Center Corporation
111 West Harbor Drive
San Diego, CA 92101

**Regarding: Design Competition for Architectural Services for San Diego Center
Convention Expansion**

Dear Ms. Wallace:

On behalf of the American Institute of Architects, California Council, I am writing to begin a dialogue with you and the San Diego Convention Center Corporation (SDCCC) regarding your design competition for the convention center expansion and, specifically, your decision to not offer a stipend to the architectural firms participating in the design competition.

The AIA California Council firmly believes the SDCCC will be well served by a design competition to help it select an architectural firm or team to design its expansion. The design competition will allow the SDCCC to experience the creativity and vision of each candidate, and to benefit from that experience by selecting the candidate whose vision provides the greatest promise to the SDCCC.

While a design competition is a proven method for an owner to select an architect, it is also an expensive method for architectural firms. A design competition can require architectural firms to expend a sizable amount of money to meet the conditions of the competition as set forth by the owner. We believe that will be the case with your design competition.

Owners that hold design competitions routinely provide a stipend to the candidates to help cover their costs to participate. They do so for a variety of reasons, such as to attract the most qualified architects and to provide the resources necessary for the architects to prepare the highest quality submittals. Importantly, they also provide a stipend because it is fair and reasonable given the costs for an architect to compete, especially if the owner maintains ownership of the ideas submitted during the competition.

August 16, 2010
Ms. Carol Wallace
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The AIA California Council would like to begin a conversation with you about providing a stipend to your candidates who are participating in the RFP. We encourage you to talk to the candidates about their cost to compete in the design competition, and also to the architects on your Technical Advisory Committee about their experience with and appropriateness of providing a stipend to help architects cover the cost of competing in the design competition.

I understand you have asked the candidates to agree to the terms of the design competition by this Wednesday, August 18, 2010. If necessary, the AIA California Council would support your extending that deadline to allow us to give this conversation the time and thought it may require.

I look forward to your response and to working with you to ensure that the SDCCC and your candidates have a fair and successful design competition. I can be reached by phone at 916.642.1708 or email at mchristian@aiacc.org.

Sincerely,

A handwritten signature in black ink that reads "Mark Christian". The signature is written in a cursive style with a long horizontal flourish at the end.

Mark Christian, Hon. AIACC
Director of Legislative Affairs

cc: SDCCC Board of Directors
SDCCC Project Technical Advisory Committee
Stephanie Chen, SDCCC
Kevin Pollem, AIA, 2010 President, AIA San Diego
Elizabeth T. O'Malley, Executive Director, AIA San Diego