

**PRESENT:**

**BOARD:** Alison Morita, Assoc. AIA; Kevin Pollem, AIA; Ada Mancilla, AIA; Kristi Byers, AIA; Joanne Christy, AIA; Jean Zagrodnik, AIA.

**STAFF:** Elizabeth T. O'Malley, Hon. AIASD; Krista Berry

**GUEST:** Sergio Lechuga, Assoc. AIA

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The regular monthly meeting of the AIA San Diego Chapter Board of Directors was called to order on Wednesday, December 15 at 7:43AM at 110 West "A" Street, the President, Mr. Pollem presiding.

**MOTIONS OF THE BOARD**

**M1.** *"Motion to accept November 3<sup>rd</sup> minutes."*

M.1.1 Motion- Ms. Byers

M.1.2 Second- Ms. Christy

M.1.3 M/S/C Ms. Zagrodnik and Ms. Morita abstained due to absence at meeting

**M2.** *"Move to approve the 2011 Operating Plan and Budget, including funding the projected 2011 budgetary shortfall of \$5,541 from unrestricted reserves."*

M.2.1 Motion- Byers

M.2.2 Second- Christy

M.2.3 M/S/C/U

**M3.** *"Move to direct staff and 2011 Treasurer to monitor approved budget, and provide budget strategies for review and consideration no later than the February 2011 Board meeting that would include adjustments as needed in an endeavor to maintain the projected \$5,541 shortfall."*

M.3.1 Motion- Christy

M.3.2 Second- Morita

M.3.3 M/S/C/U

**M4.** *"Move to delegate to ExCom the authority to implement adjustments to the 2011 budget as necessary to respond to financial trends."*

M.4.1 Motion- Christy

M.4.2 Second- Byers

M.4.3 M/S/C/U

**M5.** *"Move to establish the Good Deeds 2011 Advisory Ad Hoc Committee, to be composed of the five 2011 Commissioners, President, and at least five members-at-large to be selected by the five commissioners and President no later than Dec. 31<sup>st</sup>."*

M.5.1 Motion- Morita

M.5.2 Second- Mancilla

M.5.3 M/S/C/U

**M6.** *"Move to approve and disseminate the letter prepared by John Ziebarth, AIA, on behalf of the UDC relative to the CCDC PDO for hotels, and direct staff to provide letter to Mr. Ziebarth for the Planning Commission meeting to be hosted tomorrow, December 16, 2010."*

M.6.1 Motion- Morita

M.6.2 Second- Byers

M.6.3 M/S/C/U



**M7. "Move \$35,000 out of the main checking account and place in Unspecified Reserves, currently at \$102,000 as of December 15, raising the Unspecified Reserves to a total of \$137,000, upon transfer of funds."**

- M.7.1 Motion- Morita
- M.7.2 Second- Christy
- M.7.3 M/S/C/U

The meeting adjourned at 9:55am

Respectfully Submitted:

Doug Paterson, AIA  
Secretary, AIA San Diego

2/23/11  
Date

Action item(s):

- Direct staff to work w CPA regarding reflecting loan from reserves (long-term debt?) on balance sheet.
- Staff to disseminate the draft Rule of the Board for the Fellows Nominating Committee and companion documents to the Board for consideration at the January Board meeting. Concurrently, 2010 Immediate Past President and Chair of the 2010 FNC, Jean Zagrodnik, will prepare a list of proposed committee members and proposed chair for the 2011 FNC to be reviewed and, ideally, approved at the January Board meeting. In an effort to meet the schedule approved at today's meeting, 2010 Immediate Past President and Chair will prepare materials for the January newsletter, describing the chapter's process (as per item 4.b in the PTSR document). Following the January Board meeting, an insert will be prepared for the February newsletter announcing the 2011 FNC.

**2010 AIASD Board of Directors Meeting Attendance Chart**

Updated: December 15, 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	★	★	★	NA	★	★	10:10
Christy	--	--	★	★	★	NA	--	★	--	NA	★	★	6:10
Mancilla	★	★	★	★	★	NA	★	★	★	NA	★	★	10:10
McClure	★	★	★	★	★	NA	NA	NA	NA	NA	NA	NA	5:10
Morita	★	★	★	★	★	NA	★	★	★	NA	--	★	9:10
Nowicki	NA	★	★	★	★	NA	★	★	--	NA	★	?	9:10
Paterson	★	★	★	★	★	NA	★	--	★	NA	★	?	10:10
Pollem	★	★	★	★	★	NA	★	★	★	NA	★	★	10:10
Zagrodnik	★	★	★	--	★	NA	--	--	--	NA	--	★	5:10

Staff:	Jan 27	Feb 24	Mar 24	Apr 28	May 26	Jun 23*	Jul 21	Aug 25	Sep 22	Oct 27**	Nov 3	Dec 15	
O'Malley	★	★	★	★	★	NA	★	★	★	NA	★	★	10:10

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

\*\* October meeting rescheduled to Nov. 3<sup>rd</sup> and hosted in lieu of originally scheduled Nov. 17 meeting.

**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:**

A2. November minutes (H-Action)

Pollem 7:30am-7:35am

**Items for Discussion:**

A3. 2011 Budget

O'Malley 7:35am-8:30am

A4. Good Deeds survey

Byers 8:30am-9am

A5. Rules of the Board sunseting, revisions, etc. (H-Action)

O'Malley 9am-9:15am

A6. 2011 Newsletter, website, Upcoming Events, etc.

Berry 9:15am-9:45am

**Commissions/Committees/Partner Organizations:**

Commissioners 9:45am-9:50am

**Other:**

A7. New Business

All 9:50am-10am

**TURNOVER OF GAVEL**

Pollem/Byers

**Next AIASD meeting dates:**

ExCom Meeting: 7:30am, January 12, A-DWRB

Board of Directors Meeting: 4pm-6pm, Wednesday, January 26, Fashion Institute of Design & Merchandising

**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
- **Green highlight** = Material provided at least 72 hours in advance of BoD meeting.

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**STAFF:** Elizabeth T. O'Malley, Hon. AIASD; Krista Berry

**GUEST:** Sergio Lechuga, Assoc. AIA

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- M1.** *"Motion to accept November 3<sup>rd</sup> minutes."*
- M.1.1 Motion- Ms. Byers
  - M.1.2 Second- Ms. Christy
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- M2.** *"Move to approve the 2011 Operating Plan and Budget, including funding the projected 2011 budgetary shortfall of \$5,541 from unrestricted reserves."*
- M.2.1 Motion- Byers
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- M.3.1 Motion- Christy
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- M5.** *"Move to establish the Good Deeds 2011 Advisory Ad Hoc Committee, to be composed of the five 2011 Commissioners, President, and at least five members-at-large to be selected by the five commissioners and President no later than Dec. 31<sup>st</sup>."*
- M.5.1 Motion- Morita
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- M.6.1 Motion- Morita
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**M7.** *“Move \$35,000 out of the main checking account and place in Unspecified Reserves, currently at \$102,000 as of December 15, raising the Unspecified Reserves to a total of \$137,000, upon transfer of funds.”*

M.7.1 Motion- Morita

M.7.2 Second- Christy

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The meeting adjourned at 9:55am

Respectfully Submitted:

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Doug Paterson, AIA  
Secretary, AIA San Diego

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Date

**Action item(s):**

- Direct staff to work w CPA regarding reflecting loan from reserves (long-term debt?) on balance sheet.
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McClure	★	★	★	★	★	NA	NA	NA	NA	NA	NA	NA	5:10
Morita	★	★	★	★	★	NA	★	★	★	NA	--	★	9:10
Nowicki	NA	★	★	★	★	NA	★	★	--	NA	★	?	9:10
Paterson	★	★	★	★	★	NA	★	--	★	NA	★	?	10:10
Pollem	★	★	★	★	★	NA	★	★	★	NA	★	★	10:10
Zagrodnik	★	★	★	--	★	NA	--	--	--	NA	--	★	5:10

Staff:													
O'Malley	★	★	★	★	★	NA	★	★	★	NA	★	★	10:10

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\*\* October meeting rescheduled to Nov. 3<sup>rd</sup> and hosted in lieu of originally scheduled Nov. 17 meeting.



**PRESENT:**

**BOARD:** Kevin Pollem, AIA; Ada Mancilla, AIA; Kristi Byers, AIA; Doug Paterson, AIA; Richard Nowicki, AIA; Joanne Christy, AIA;

**STAFF:** Elizabeth T. O'Malley

**GUEST:** Beri Varol, AIA; Tina "Red" Reagan, AIA

The October meeting of the AIA San Diego San Diego Chapter Board of Directors was rescheduled for Wednesday, November 3<sup>rd</sup>. As such, this meeting took the place of the November meeting set for Wednesday, November 17.

The meeting was called to order on Wednesday, November 3, 2010 at 7:47AM at 110 West "A" Street, the President, Mr. Pollem presiding.

**MOTIONS OF THE BOARD**

**M1.** *"Move to accept September minutes."*

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

**M2.** *"Move to accept the following documents for informational purposes, no action required:*

- *St. Cecelia Chapel letter to CCDC;*
- *Initial results of fall 2010 membership survey;*
- *Board self-evaluation tool."*
- M.2.1 Motion- Ms. Byers
- M.2.2 Second- Ms. Christy
- M.2.3 M/S/C/U

**M4.** *"As there were no challenges to the proposed slate, move to elect the 2011 slate of officers and directors, as follows, by acclamation:*

<i>Title</i>	<i>Full Name</i>
<i>Executive Committee</i>	
<i>President</i>	<i>Kristi Byers, AIA</i>
<i>President-Elect</i>	<i>Doug Paterson, AIA</i>
<i>Secretary/Treasurer</i>	<i>Alison Morita, Assoc. AIA</i>
<i>Immediate Past President</i>	<i>Kevin Pollem, AIA</i>
<i>Commissioners</i>	
<i>Advocacy Commissioner</i>	<i>Richard Nowicki, AIA</i>
<i>Emerging Professionals Commissioner</i>	<i>Sergio Lechuga, Assoc. AIA</i>
<i>Fellowship Commissioner</i>	<i>Beri Varol, AIA</i>
<i>Practice Commissioner</i>	<i>Michael Roush, AIA</i>
<i>Public Awareness Commissioner</i>	<i>Kevin deFreitas, AIA</i>



<i>AIACC Directors</i>	
<i>AIACC Director</i>	<i>Ada Mancilla, AIA</i>
<i>AIACC Director</i>	<i>Doug Paterson, AIA</i>
<i>AIACC Director</i>	<i>Kevin Pollem, AIA</i>

- M.4.1 Motion- Ms. Byers
- M.4.2 Second- Mr. Paterson
- Ms. Christy called the question. Byers seconds. MSCU
- M.4.3 M/S/C/U

- M5. "Motion to authorize dues reductions of 25% for financial hardship and to delegate the authority to grant dues reductions to AIA San Diego staff; further, to allow staff to offer dues reductions of up to 50% for the following groups of individuals:
- Fellows
  - Past-presidents and past-Board members
  - Chairpersons of 2011 committees."
- M.5.1 Motion- Ms. Christy
  - M.5.2 Second- Ms. Byers
  - M.5.3 M/S/C/U

M6. Rules of the Board revisions/sunset motions: As there were multiple Rules of the Board under consideration, it was agreed that each of the Rules would be noted separately and then, en masse, all of the Rules under consideration would then be tied to one motion. As such, the motion read as follows:

*"Move to...*

*...approve revised Rule of the Board 11, Use of AIA Stationery (now Use of AIA Letterhead), as presented;*

*...approve the existing Rule of the Board 12, Position Description for the Chief Executive Officer, noting there are no revisions, merely the rule has been reformatted;*

*...approve revised Rule of the Board 16, Annual Dues Increase (now Annual Dues/Fees Increase), as presented;*

*...approve revised Rule of the Board 17, Chapter Positions on Issues Other Than Ethics, as presented;*

*...approve Rule of the Board 21, Overview and Structure of AIASD Sections and Commissions, noting there are no revisions, merely the rule has been reformatted;*

*...approve revised Rule of the Board 22, Chapter Positions on Historic Preservation, as presented;*

*...approve Rule of the Board 24, Social Networking Websites, noting there are no revisions, merely the rule has been reformatted;*

*...approve revised Rule of the Board 3, AIACC Directors, as presented;*

*... approve the revised Rule of the Board 15, Chapter Reserve Policy, as presented;*



*... approve revised Rule of the Board 17, Chapter Positions on Issues Other Than Ethics, as presented."*

- M.6.1 Motion- Ms. Christy
- M.6.2 Second- Mr. Nowicki
- M.6.3 M/S/C/U

M7. *"Move to designate the following officers and staff as bank signatories for the AIA San Diego main checking account for 2011:*

- *Secretary/Treasurer Alison Morita, Assoc. AIA*
- *Vice President Doug Paterson, AIA*
- *President Kristi Byers, AIA*
- *Immediate Past President Kevin Pollem, AIA*
- *CEO Elizabeth O'Malley, Hon. AIASD."*

- M.7.1 Motion- Ms. Byers
- M.7.2 Second- Ms. Christy
- M.7.3 M/S/C/U

M8. **Third-Party Collaboration:** As there were multiple potential options for motions relative to the establishment of the process/strategy for third-party collaboration, it was agreed that the overall program would be discussed and then, en masse, all of the relevant motions would be combined into one motion. As such, the motion read as follows:

*"Move to...*

*1. designate the following organizations as 'Priority Strategic Partners' for the remainder of 2010 and all of 2011, with this listing reviewed and, if needed, revised for 2012 no later than November 1, 2011:*

- *Associated General Contractors – Southern California (AGC-SC)*
- *United States Green Building Council, San Diego Chapter (USGBC-SD)*
- *American Institute of Architecture Students, NSAD chapter (AIAS NSAD)*

*2. designate the following organizations as 'Strategic Partners' for the remainder of 2010 and all of 2011, with this listing reviewed and, if needed, revised for 2012 no later than November 1, 2011:*

- *San Diego Association of Governments (SANDAG)*
- *Centre City Development Corporation (CCDC)*
- *American Society of Landscape Architects (ASLA)*
- *Construction Specifications Institute (CSI SD)*
- *San Diego Architecture Foundation (SDAF)*
- *American Society of Interior Designers (ASID)*
- *Council of Design Professionals (CDP)*
- *Academy of Neuroscience for Architecture (ANFA)*
- *Society of Design Administrators (SDA)*
- *Building Smart Alliance (bSa)*
- *Society for Marketing Professional Services (SMPS)*

*3. create the "AIA San Diego Collaboration Roundtable," comprised of representatives of various Priority Strategic Partner organizations and Strategic Partner organizations, AIA San Diego staff, and at least two AIA San Diego board members. The roundtable meets at least two times annually to discuss third-party, collaborative relationships and mutually beneficial opportunities.*

4. designate, for remainder 2010 and 2011, 2011 Immediate Past President, Kevin Pollem, AIA, and 2011 Practice Commissioner, Michael Roush, AIA as the Board of Director representatives to the AIA San Diego Collaboration Roundtable.”

- M.8.1 Motion- Ms. Byers
- M.8.2 Second- Ms. Christy
- M.8.3 M/S/C/U

The meeting adjourned at 9:52am.

Respectfully Submitted:

\_\_\_\_\_  
 Doug Paterson, AIA  
 Secretary, AIA San Diego

Date \_\_\_\_\_

**Action item(s):**

- Staff to distribute zoomerang version of BoD self-evaluation tool for BoD members to complete Dec. 1<sup>st</sup>.
- Staff to provide BoD with a membership retention strategy relative to communications and payment options (reductions/payment plan) by Nov. 10 for electronic discussion/consideration.
- In his role as VP-Elect, Mr. Paterson to work with staff on draft rule of board relative to the Third-Party Collaboration strategy/process including identifying appropriate representative positions (from the Board and membership-at-large) for participation on the Third-Party Collaboration Roundtable.
- Ensure Ms. Zagrodnik provides an updated revised Rule of the Board based on the newly functioning FAIA Nominating Committee she chaired in 2010.

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Christy		--	★	★	★	NA	--	★	--	NA	★		5:9
Mancilla	★	★	★	★	★	NA	★	★	★	NA	★		9:9
McClure	★	★	★	★	★	NA	NA	NA	NA	NA	NA		9:9
Morita	★	★	★	★	★	NA	★	★	★	NA	--		8:9
Nowicki	NA	★	★	★	★	NA	★	★	--	NA	★		8:9
Paterson	★	★	★	★	★	NA	★	--	★	NA	★		8:9
Pollem	★	★	★	★	★	NA	★	★	★	NA	★		9:9
Zagrodnik	★	★	★	--	★	NA	--	--	--	NA	--		4:9

Staff:													
O'Malley	★	★	★	★	★	NA	★	★	★	NA	★		9:9

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ACCOUNT	09 Budget	09 Projected	10 Budget A	2010 projection	11 Budget A	Comments	Difference Prof 2010 and budg 2011
Overhead Income - Dues	183,000	191,766	172,598	183,629	172,000	7% decrease + \$1K for students	-11,629
Overhead Income - Other	82,600	50,614	61,450	54,217	61,350	\$6K in "subscriber" income; \$1800 in AIACC CES \$\$	7,133
Overhead Sponsorship	6,000	4,850	6,000	7,248	11,000	another \$3.5K for "Good Deeds" opps.	3,752
OVERHEAD INCOME	271,600	247,230	240,048	245,094	244,350		-744
OVERHEAD EXPENSE	-338,513	-304,586	-326,248	-327,431	-314,571	\$6K savings in newsletter; \$5K savings in bookkeeper	12,860
NET OVERHEAD	-66,913	-57,356	-86,200	-82,337	-70,221		12,116
Advocacy	775	41	2,250	-868	-2100	not budgeting for income from charrette; budgeting for Grassroots	-1,232
TOTAL ADVOCACY	775	41	2,250	-868	-2100		-1,232
Fellowship	1,700	-1,730	2,150	-1,508	1,980	budgeting for DIVA income;	3,488
Fellowship Sponsorship	15,000	11,000	18,000	9,700	10,500	similar sponsorship as this year + a little DIVA income.	800
TOTAL FELLOWSHIP	16,700	9,270	20,150	8,192	12,480		4,288
Practice	7,980	20,429	15,550	19,219	14,150	balance of positive ADA income w/ concern re: attendance at PPS	-5,069
Practice Sponsorship	24,000	24,950	27,400	11,900	32,200	includes \$10K from CCSE collaboration and good commitments to date for LL and W&L	20,300
TOTAL PRACTICE	31,980	45,379	42,950	31,119	46,350		15,231
Public Awareness	7,000	7,689	7,000	6,255	-3,750	no DA income; Good Deeds and strat. Plan. Expense	-10,005
Pub. Awareness Sponsorship	9,000	5,250	7,500	8,650	6,700	confirmed \$ from SDG&E for Des. Awards	-1,950
TOTAL PUB. AWARENESS	16,000	12,939	14,500	14,905	2,950		-11,955
Emerging Professionals	2,200	2,408	4,380	3,673	4,000	4 more ARE teams + study material income	327
EPC Sponsorship	2,000	2,000	2,000	2,000	1,000	not confident \$2K is "sellable"	-1,000
TOTAL EPC	4,200	4,408	6,380	5,673	5,000		-673
NET COMMISSION PROGRAMS	19,655	28,837	31,330	26,771	14,280		-12,491
NET COMMISSION SPONSORSHIP	50,000	43,200	54,900	32,250	50,400		18,150
<b>BOTTOMLINE</b>	<b>2,742</b>	<b>14,681</b>	<b>30</b>	<b>-23,316</b>	<b>-5,541</b>	Tap reserves \$5,541	<b>17,775</b>

	TOTAL			Dif. 2010 to 2011 budget	Dif. 2011 budget to 2010 YTD 11- 29
	Jan - Dec 10	Budget	2011		
<b>OVERHEAD INCOME</b>					
2010 Sponsorship Income					
Misc Sponsorship 10	3,497.56				
Communications Sponsorship	3,750.00				
2010 Sponsorship Income - Other	0.00	6,000.00	11,000.00 includes 2010 income+ \$3.5K for Good Deeds	5000.00	
Total 2010 Sponsorship Income	7,247.56	6,000.00	11,000.00	5000.00	3752.44
<b>MEMBERSHIP DUES</b>					
<b>2010 MEMBERSHIP DUES</b>					
10 Emeritus Subscriber					
CASDEMSUB (2010)	522.00				
Total '10 Emeritus Subscriber	522.00				
<b>10 Member Dues</b>					
AS-RI ('10)	87.00				
AS-INTL ('10)	193.05				
RG-RI (2010)	656.50				
AS-2 (2010)	1,062.64				
RG-NEW ('10)	1,993.25				
RG-UPGRD ('10)	117.00				
RG-FW (2010)	4,676.25				
AS (2010)	8,947.96				
AS-INTL-NEW (2010)	104.33				
SD (2010)	41,838.50				
RG-2 (2010)	4,138.60				
RG (2010)	84,679.45				
AS-NEW (2010)	731.50				
Total '10 Member Dues	149,226.03				
<b>10 Affiliate Dues</b>					
AL4 (2010)	215.00				
AL7 (2010)	33,160.50				
Total '10 Affiliate Dues	33,375.50				
Total 2010 MEMBERSHIP DUES - Other	505.00	172,598.00		-172,598.00	
Total 2010 MEMBERSHIP DUES	183,628.53	172,598.00	172,000.00 7% decrease from 2010 + 1000 for students	-598.00	
Total MEMBERSHIP DUES	183,628.53	172,598.00	172,000.00	-598.00	-11628.53
<b>OTHER OVERHEAD INCOME</b>					
					0.00

Emeritus Subscriber	0.00	0.00			
AIASD "Subscriber" Income		6,000.00	50 lapsed members at \$120		6000.00
AJACC CES Income	2,627.56	4,500.00			1872.44
Document Income		0.00			
AIA National Doc Sales		0.00			
2010 AIA National Doc Sales	26,762.69				-26762.69
Total AIA National Doc Sales	26,762.69	0.00			-26762.69
Doc Sales - AIASD	4,749.43				-4749.43
Document Income - Other	0.00	30,000.00			30000.00
Total Document Income	31,512.12	26,000.00			-1512.12
Convention Legacy Fund	0.00	30,000.00			
Interest Income	142.26	1,700.00			-1700.00
Job Board Income		1,000.00	500.00 \$100K at .4 percent... (less than 1%)		357.74
JB 2010	383.23	500.00			0.00
Total Job Board Income	383.23	500.00			-33.23
Mailing Labels	1,175.90	1,750.00			-33.23
Newsletter Income	9,059.25	14,000.00			-175.90
Web Ad Income	5,896.40	4,500.00			940.75
WinFax Income	3,420.00	12,000.00			-896.40
Total OTHER OVERHEAD INCOME	54,216.72	61,450.00			580.00
Total OVERHEAD INCOME	245,092.81	240,048.00			7133.28
OVERHEAD EXPENSES					-742.81
Reserves					0.00
Administrative Expenses	0.00	-3,000.00			3000.00
Accounting & Legal					0.00
Banking Fees	-250.00	-1,250.00	-1,000.00 per Judy (\$750 taxes, \$250 property tax)		-750.00
Bank Service Fee	-267.32	-50.00			0.00
Credit Card Merchant Fee	-2,183.63	-1,200.00			217.32
Total Banking Fees	-2,450.95	-1,250.00			-1200.00
Computer Support	-498.93	-500.00			-1200.00
Misc. Office Expense	-4.50	0.00			0.95
Newsletter Expense					-1.07
NL Design	-3,356.00	-1,750.00			4.50
NL Mailhouse	-2,374.54	-1,200.00			0.00
NL Printing	-3,601.00	-2,350.00			1606.00
NL Postage	-2,835.00	-1,300.00			1174.54
Newsletter Expense - Other	0.00	0.00			1251.00
					1535.00
					11000.00

Total Newsletter Expense	-12,166.54	-11,000.00	-6,600.00	4400.00	5566.54
Office Supplies	-6,085.00	-5,000.00	-5,000.00	0.00	1085.00
Website expense	-2,395.96	-1,500.00		1500.00	2395.96
IT Expense					
Website annual fees					
Website maint & improvement					
Misc. IT expense					
Total IT Expense					
Total Administrative Expenses	-23,851.88	-20,500.00	-18,450.00	2050.00	5401.88
AIASD Board Expenses	-1,125.63	-300.00	-500.00	-200.00	625.63
Chapter Fundraising	-63.97		-150.00	-150.00	-86.03
Document Expenses	-1,616.05	-1,000.00	-1,600.00	-600.00	16.05
Insurance				0.00	
Director's & Officer's Insuranc	-1,034.00	-1,800.00	-1,100.00	700.00	-66.00
Group Health Insurance	-6,403.90	-7,200.00	-7,200.00	0.00	-796.10
Liability Insurance	-2,269.00	-2,000.00	-2,250.00	-250.00	19.00
Total Insurance	-9,706.90	-11,000.00	-10,550.00	450.00	-843.10
Postage & Delivery	-1,072.00	-900.00	-1,000.00	-100.00	72.00
Printing & Duplication	-5,668.85	-5,000.00	-5,500.00	-500.00	168.85
Rent				0.00	
Basement Storage	-786.50	-858.00	-858.00	0.00	-71.50
Utilities	-1,820.10	-2,000.00	-2,000.00	0.00	-179.90
Rent - Other	-52,077.73	-56,000.00	-57,709.00	-1709.00	-5631.27
Total Rent	-54,664.33	-58,858.00	-60,567.00	-1709.00	-5882.67
Staffing				0.00	
Payroll Expenses				0.00	
Executive Director	-83,395.64	-95,000.00	-95,000.00	0.00	-11604.36
Mktg/Comm. Director	-39,593.33	-48,000.00	-46,400.00	1600.00	-6806.67
Office Manager	-34,354.73	-38,500.00	-39,000.00	-500.00	-4645.27
Total Payroll Expenses	-157,343.70	-181,500.00	-180,400.00	1100.00	-23056.30
Additional Payroll Expenses				0.00	
Bookkeeping	-12,300.00	-13,000.00	-7,200.00	5800.00	5100.00
ER - Employer Payroll Tax	-13,430.20	-16,000.00	-16,000.00	0.00	-2569.80
Parking	-3,766.78	-2,640.00	-404.00	2236.00	3362.78
Payroll Service	-1,165.34	-2,000.00	-750.00	1250.00	415.34
Temp Support	-3,360.92		0.00	0.00	3360.92
Worker's Comp				0.00	

WC 10-11	-811.98	0.00	0.00	811.98
WC 09-10	-424.51	0.00	1000.00	424.51
Total Worker's Comp	-1,236.49	-1,000.00	-600.00	-363.51
Total Additional Payroll Expenses	-35,259.73	-34,640.00	8686.00	9305.73
Total Staffing	-192,603.43	-216,140.00	9786.00	-13750.57
Tax & License	-275.19	-700.00	350.00	-74.81
Telephone			0.00	
DSL	-494.89	-550.00	0.00	-55.11
Local/Lng Dist/Svc Chgs	-2,598.05	-3,000.00	0.00	-401.95
Total Telephone	-3,092.94	-3,550.00	0.00	-457.06
Travel & Meals			0.00	
AIA National Convention	0.00	-2,000.00	0.00	-2000.00
AJACC Board Meetings	-1,025.18	-1,200.00	-300.00	-474.82
Grassroots	-2,221.71	-1,700.00	1700.00	2221.71
Training /Travel	-423.10	-400.00	400.00	423.10
Total Travel & Meals	-3,669.99	-5,300.00	1800.00	169.99
Good Deeds Effort			-2500.00	
December 2010 Expense	-30,000.00		30000.00	
Total OVERHEAD EXPENSES	-327,431.16	-326,248.00	11677.00	12860.16
ADVOCACY COMM.			0.00	
Day at the Legislature	-111.32	-250.00	0.00	-138.68
Urban Design Committee			0.00	
UDC Income	0.00	5,000.00	-5000.00	
UDC Expense	-757.48	-2,500.00	2500.00	757.48
Total Urban Design Committee	-757.48	2,500.00	-2500.00	757.48
Livable Communities Roundtable			-250.00	
LCRT Candidate Forum			0.00	
Dining for Design			0.00	
DxD Expense			-400.00	
D4D sponsorship			600.00	
Total Dining for Design			200.00	
Grassroots			-1800.00	
Total ADVOCACY COMM.	-868.80	2,250.00	-4350.00	-1231.20
FELLOWSHIP COMM.			0.00	
BARchitecture Expense	-465.79	-100.00	0.00	365.79
BARchitecture Income	584.14	700.00	20.00	135.86
BARchitecture Sponsorship	1,950.00	3,000.00	-1000.00	50.00





PPS 1 - Design	-1,207.62	-400.00	-500.00 lunch @ \$10 per x 50 mbrs	-100.00	707.62
PPS 2 - Bldg. Perform. (grn. Code)	-711.53	-400.00	-500.00 lunch @ \$10 per x 50 mbrs	-100.00	211.53
PPS 3 - Leadership	-1,213.63	-400.00	-500.00 lunch @ \$10 per x 50 mbrs	-100.00	713.63
PPS 4 - Practice	-458.62	-400.00	-500.00 lunch @ \$10 per x 50 mbrs	-100.00	-41.38
Total PPS 10 Expense	-3,591.40	-2,350.00	-3,500.00	-1,150.00	91.40
Proff Pract Seminar Sponsor 10	3,600.00	10,000.00	4,000.00	-6,000.00	400.00
Total Professional Practice Seminars	23,598.60	24,550.00	17,750.00	-6,800.00	-5,848.60
CCSE Speaker Series Collaboration			10,000.00		10,000.00
Total PRACTICE COMM.	31,119.69	42,950.00	46,350.00	3,400.00	15,230.31
<b>PUBLIC AWARENESS</b>					
Design Awards					
DA Display Sponsorship	0.00	1,500.00	1,200.00	0.00	0.00
Design Awards Sponsor	8,650.00	6,000.00	5,500.00 Energy Effici. & HOTY sponsorship	-300.00	1,200.00
DA Income				-500.00	-3150.00
DA Certificates	80.00	200.00	0.00	0.00	0.00
DA Entries				-200.00	-80.00
Member Entries	10,200.00			0.00	0.00
Non-Member Entries	2,130.00			0.00	-10,200.00
DA Entries - Other	0.00	12,200.00		0.00	-2,130.00
Total DA Entries	12,330.00	12,200.00	0.00	-1,220.00	-12,200.00
Gala Tix				-1,220.00	-12,330.00
DA Member Tix	1,975.00		0.00	0.00	0.00
DA Non-Member Tix	1,495.00		0.00	0.00	-1,975.00
DA Student Tix	30.00		0.00	0.00	-1,495.00
Gala Tix - Other	0.00	6,200.00	0.00	0.00	-30.00
Total Gala Tix	3,500.00	6,200.00	0.00	-6,200.00	-3,500.00
Total DA Income	15,910.00	18,600.00	0.00	-1,860.00	-1,5910.00
DA Expenses					
DA Submittal Workshop	-792.08		0.00	0.00	792.08
DA Display Expenses	0.00	-500.00	0.00	500.00	0.00
DA Gala Expenses	-3,638.50		0.00	0.00	3,638.50
DA Jury Expense	-4,478.53		-500.00 TBD dep. On what happens w/ awards	-500.00	3,978.53
DA Misc. Expenses	-745.47		0.00	0.00	745.47
DA Expenses - Other	0.00	-11,100.00	0.00	11,100.00	0.00
Total DA Expenses	-9,654.58	-11,600.00	-500.00	11,100.00	9,154.58
Total Design Awards	14,905.42	14,500.00	6,200.00	-8,300.00	-8,705.42
Pub. Aware Strat. Plan. Process			-750.00 Placeholder... no known expenses	-750.00	-750.00



December 7, 2010

Councilmember \_\_\_\_\_  
San Diego City Council  
City of San Diego  
202 West C Street  
San Diego, CA 92101

**RE: Center City Development Corporation (CCDC) Planned District Ordinance (PDO) amendment to require Process 4 or 5 Review of hotels within the Centre City District**

Dear Councilmember \_\_\_\_\_:

AIA San Diego opposes the adoption of the proposed amendment to the CCDC PDO which, as amended, would require Process 4 (Planning Commission) review of hotels with 100 to 200 rooms and Process 5 (City Council) review of hotels with more than 200 rooms. Our chapter position on this matter results from an in-depth review of:

1. The rationale of the proponents of the amendment, UNITE HERE Local 30, a labor union representing workers in the hotel and other industries.
2. CCDC Staff Report No. CCDC-10-08 to City Council, dated July 21, 2010.
3. Office of the Independent Budget Analyst Report Number 10-42, dated May 14, 2010.
4. Performance Audit of the Centre City Development Corporation, dated July 10, 2009, prepared on behalf of the City Auditor by Sjoberg Evashenk Consulting, Inc.
5. Economic Impact Study prepared for the Downtown San Diego Partnership by London Group Realty Advisors, dated May 2010.
6. The motion of the Code Monitoring Team on November 10, 2010.
7. The unanimous, opposition position of the community planning groups within CCDC.
8. Discussions with representatives of local business and professional organizations such as the San Diego Regional Chamber of Commerce, Building Industry Associations (BIA), and National Association of Office Industrial Providers.

More specifically, AIA San Diego opposes the amendment to the CCDC PDO for the following reasons:

1. We agree with Independent Budget Analyst (IBA) Report Number 10-42 that states, "We believe that this discussion would be more appropriate within the context of a city wide economic development strategy, not on a project-by-project basis." The proposed amendment does not address the economic issues which seem to be the basis for the amendment.
2. We agree with IBA Report Number 10-42 that notes the amendment undermines the recent City Council action of April 24, 2010 which established the governing principles for CCDC.
3. We agree with the IBA Report Number 10-42 dated May 14, 2010 and the Performance Audit of the Centre City Development Corporation dated July 10, 2009, prepared on behalf of the City Auditor by Sjoberg Evashenk Consulting, Inc. which indicate that the current CCDC review process efficiently reduces time, cost, and uncertainty in the development process while receiving praise from developers and community members.
4. We agree with the City of San Diego Code Monitoring Team, which found that the proposed ordinance was inconsistent with the City Council's guiding Ordinance O-18451, which established the Land Development Code with the following six goals:

Simplicity, Objectivity, Adaptability, a Standard Framework, Predictability and Eliminate Redundancy and Contradictions.

5. We support the desire of UNITE HERE Local 30 to promote sustainable wages; however, we believe that using the land-use process as the vehicle to achieve this is the wrong approach.
6. We believe that this amendment would serve as a deterrent to job creation and that is not what the City of San Diego needs now, given the economic climate. Rather, San Diego needs incentives to create jobs of all levels to stimulate our economy and reduce unemployment ranks.

AIA San Diego believes that the CCDC currently provides efficient thorough public review as established by City Council. Therefore, AIA San Diego respectfully urges the City Council to deny the amendment to the CCDC PDO which would require Process 4 (Planning Commission) review of hotels with 100 to 200 rooms and Process 5 (City Council) review of hotels with more than 200 rooms.

Should you wish to discuss this issue with us further, please contact our CEO Elizabeth O'Malley to that end.

Thank you for your consideration.

Respectfully,

Kevin Pollem, AIA  
President

cc: Honorable Mayor Sanders, City of San Diego  
San Diego Planning Commission  
Brad Richter, Assistant Vice President, Planning, Center City Development Corp.  
Community Planning Groups within CCDC  
Kelly Broughton, Development Services Director, City of San Diego  
Pres/CEO???? San Diego Regional Chamber of Commerce  
Pres/CEO??? Building Industry Association  
Pres/CEO???National Association of Office Industrial Providers