



PRESENT:

BOARD:

Alison Morita, Assoc. AIA; Greg McClure, AIA; Kevin Pollem, AIA; Ada Mancilla, AIA; Kristi Byers, AIA; Doug Paterson, AIA; Richard Nowicki, AIA; Joanne Christy, AIA; Jean Zagrodnik, 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, May 26, 2010 at 7:39AM at 110 West "A" Street, the President, Mr. Pollem presiding.

REPORTS

The following individuals gave reports: Treasurer Paterson; CEO O'Malley; VP Byers; Past President Zagrodnik; Emerging Professionals Commissioner Morita.

MOTIONS OF THE BOARD

M1. "Motion to accept April minutes."

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

M2. "Motion to accept the consent agenda pulling items A4, A6 and A7 for discussion."

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

M3. "Motion to accept Treasurer report."

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

M4. "Motion to change the name of the Women in Architecture Committee to 'DesignD.I.V.A.s' – ensuring that the acronym (Develop. Inspire. Value. Act.) is explained at all appropriate opportunities effective immediately"

- M.4.1 Motion- Ms. Christy
- M.4.2 Second- Ms. Morita
- Mr. Pollem called the question. Ms. Byers seconded. M/S/C/U*
- M.4.3 M/S/C Ms. Morita abstains. Ms. Christy and Mr. McClure oppose.

M5. "Move to approve committee composition of the DesignD.I.V.A.s as presented."

- M.5.1 Motion- Ms. Zagrodnik
- M.5.2 Second- Ms. Byers
- M.5.3 M/S/C/U Ms. Christy abstains.

M6. "Move to accept the CEO report, except for references/motions to the Rules of the Board."

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



- M7.** *“Move to accept the current draft of Rule of the Board #16, Annual Dues Increase.”*
M.7.1 Motion- Ms. Christy
M.7.2 Second- Ms. Zagrodnik
M.7.3 M/S/C/U
- M8.** *“Move to add Wyatt Chapman, AIA, as the 4th alternate for the AGC-AIASD Committee, effective immediately.”*
M.8.1 Motion- Ms. Morita
M.8.2 Second- Ms. Christy
M.8.3 M/S/C/U Ms. Zagrodnik abstains.
- M9.** *“Move to cast the AIA San Diego convention votes as represented in the attached matrix.”*
M.9.1. Motion- Ms. Christy
M.9.2 Second- Mr. Pollem
M.9.3 M/S/C/U
- M10.** *“Move to host a special session of the Board for consideration of Agenda items A11 and A12 with staff contacting the board for availability but hosting the session no later than the June BoD meeting.”*
M.10.1. Motion- Ms. Christy
M.10.2 Second- Ms. Zagrodnik
M.10.3 M/S/C/U

The meeting adjourned at 9:49am.

Respectfully Submitted:

Doug Paterson, AIA
Secretary, AIA San Diego

7/28/10

Date

Action item(s):



2010 AIASD Board of Directors Meeting Attendance Chart

Updated: May 26, 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	★	★	★	★	★								5:5
Christy	--	--	★	★	★								3:5
Mancilla	★	★	★	★	★								5:5
McClure	★	★	★	★	★								5:5
Morita	★	★	★	★	★								5:5
Nowicki	NA	★	★	★	★								4:5
Paterson	★	★	★	★	★								5:5
Pollem	★	★	★	★	★								5:5
Zagrodnik	★	★	★	--	★								4:5

Staff:													
O'Malley	★	★	★	★	★								5:5

DRAFT

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:

(Time is allocated in the event the consent agenda isn't utilized.)

- A2. April minutes (H-Action)
- A3. Vice-President Report (H-Action)
- A4. Treasurer's Report (H-Action)
- A5. Immediate-Past President's Report (H-Action)
- A6. CEO Report (H-Action)
- A7. Rules of the Board (H-Action)
- A8. EPC Report (H-Action)
- A9. Report on AIA Diversity Committee (H-Action)
- A10. CIDP Letter to NCARB from EPC(H-Action)

Pollem 7:35am
Byers 7:40am
Paterson 7:45am
Zagrodnik 7:50am
O'Malley 7:55am
8am
Morita 8:05am
Zagrodnik 8:10am
Morita 8:15am

Non-Consent Agenda items:

- A10. AIA National Convention Voting discussion
- A11. Presentation: Access to AIASD Members: The Benefits & Cost
- A12. Strategic Planning (Action)
 - Third-Party Collaboration Matrix/Discussion

O'Malley 8:15am-8:45am
Paterson 8:45am-9:45am

Commissions/Committees/Partner Organizations:

- A13. New Business
- A14. Board Member Moment

Commissioners
All 9:45am-9:55am
All 9:55am-10am

Next AIASD meeting dates:

ExCom Meeting: Wednesday, June 9, 7:30am, A-DWRB small conference room
Board of Directors Meeting: Wednesday, June 23, 7:30am, GM

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; Greg McClure, AIA; Kevin Pollem, AIA; Ada Mancilla, AIA; Kristi Byers, AIA; Doug Paterson, AIA; Richard Nowicki, AIA; Joanne Christy, AIA;

STAFF: Elizabeth T. O'Malley

GUESTS: Tom Sullivan of the Irvine Company; Linda Glaze, AIA

The regular monthly meeting of the AIA San Diego Chapter Board of Directors was called to order on Wednesday, April 28, 2010 at 7:35AM at 110 West "A" Street , the President, Mr. Pollem presiding.

REPORTS

The following individuals provided written reports: President Pollem; Treasurer Paterson; Past President Zagrodnik; Emerging Professionals Commissioner Morita; AIACC Director Linda Glaze; CEO O'Malley; Commissioner Mancilla.

MOTIONS OF THE BOARD

M1. "Motion to accept March minutes."

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

M2. "Motion to accept President's report."

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

M3. "Motion to accept Treasurer's report."

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

M4. "Motion to accept the Immediate-Past President's report."

- M.4.1 Motion- Ms. Christy
- M.4.2 Second- Ms. Morita
- M.4.3 M/S/C/U

M5. "Move that the following individuals be approved as AIASD candidates for FAIA submittal process for the years 2010-2011, 2011-2012, 2012-2013:

Phil Bona, AIA
Steven Lombardi, AIA
Ione Stiegler, AIA
Frisco White, AIA
John Ziebarth, AIA."

- M.5.1 Motion- Ms. Byers
- M.5.2 Second- Mr. McClure
- M.5.3 M/S/C/U

M6. "Move to accept AIACC Director Glaze's Report."

- M.6.1 Motion- Ms. Christy
- M.6.2 Second- Ms. Morita

M.6.3 M/S/C/U

M7. "Move to accept CEO Report."

M.7.1 Motion- Mr. Nowicki

M.7.2 Second- Ms. Byers

M.7.3 M/S/C/U

The CEO Report contained the following motions:

- "Accept the staff recommendation to create a Non-Member Subscriber Plan that includes the benefits listed in the proposal for implementation on May 1st."
- "Authorize CEO to move \$52,000 from the main checking account into the "reserves" savings account."
- "Move to approve Joe Wong, FAIA, as the Honorary Chairperson for the AIA San Diego 2010 Holiday ArchiChat to be hosted at the Ronald McDonald House at Children's Hospital on Tuesday, December 7."

M8. "Move to create the 'Ad Hoc Candidate Forum Sub-Committee,' chaired by Beri Varol, AIA and comprised of Jay Shumaker, AIA; Letrice Sherillo, AIA, and Phil Bona, AIA."

M.8.1. Motion- Mr. Nowicki

M.8.2 Second- Ms. Byers

M.8.3 M/S/C/U

M9. "Move to approve Jay Whisenant, AIA, as Codes, Permits & Processing Committee Chair for 2010."

M.9.1 Motion- Mr. Nowicki

M.9.2 Second- Ms. Christy

M.9.3 M/S/C/U

M10. "Move to accept the following reports:

COTE-SD reports for March and April,

- Emerging Professionals Commissioner Report for April."

M.10.1 Motion- Ms. Christy

M.10.2 Second- Mr. McClure

M.10.3 M/S/C/U

M11. "Move to approve revised Rules of the Board #5 and #25 effective immediately."

M.11.1 Motion- Ms. Byers

M.11.2 Second- Ms. Morita

M.11.3 M/S/C/U

M12. "Move to sunset Rule of the Board #20 Design Awards Procedures effective immediately."

M.12.1 Motion- Ms. Morita

M.12.2 Second- Ms. Byers

M.12.3 M/S/C/U

The meeting adjourned at 9:57am.

Respectfully Submitted:

 Doug Paterson, AIA
 Secretary, AIA San Diego

 Date

Action item(s):

- For the May Board meeting, all commissioners should provide a report for the consent agenda, outlining their budgeted events and their status, essentially the 1) scheduled events committed to in commission budgets and 2) a detailed budget specific to each event.
- Convene a special meeting of ExCom to discuss lapsed member list
- Include three more updated/revised Rules of the Board for the May Board meeting: Rules #9, #15, and #16

2010 AIASD Board of Directors Meeting Attendance Chart
 Updated: April 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	★	★	★	★									4:4
Christy	--		★	★									2:4
Mancilla	★	★	★	★									4:4
McClure	★	★	★	★									4:4
Morita	★	★	★	★									4:4
Nowicki	NA	★	★	★									3:4
Paterson	★	★	★	★									4:4
Pollem	★	★	★	★									4:4
Zagrodnik	★	★	★	--									3:4
Staff:													
O'Malley	★	★	★	★									4:4



1. **Fellowship Nominating Committee (FNC)**
 - a. Committee:
 - i. Jack Carpenter, FAIA
 - ii. Laura DuCharme AIA
 - iii. Boone Helman, FAIA
 - iv. David Moon, FAIA
 - v. Alison Whitelaw, FAIA
 - vi. Jean Zagrodnik AIA, chair
 - b. 2009-2010 BoD approved candidates
 - i. Steve Lombardi
 - ii. Ione Stiegler, IS Architecture
 - iii. Frisco White, Westberg & White
 - iv. John Ziebarth
 - v. Phil Bona
 - vi. Kotoro Nakamura, RNT
 - vii. Jean Zagrodnik, ZTA
 - c. May 14 Demystifying FAIA meeting went well with excellent attendance.
2. **2003 National Legacy Convention Funds** (committee participant) – no action
3. **ExCom** – attend monthly
4. **CEO Salary and Benefits review committee** (chair)
 - a. Meeting with ExCom is set up for May 26, 2010.
5. **AIA National Diversity Committee (DivCo)**
 - a. Co-chair of Women's Leadership Development Conference, September 22-24, 2010 in New York – ongoing committee meetings via conference call, Proposed 2010 themes:
 - b. Participant on LGBT committee
 - c. 2010 DivCo Conference events:
 - i. Diversity Marketplace Roundtable
 - ii. AIA Scholarship Benefit Gala
 - iii. Women in Architecture Dinner
 - iv. Diversity Return on Investment
 - v. Shadow an Architect Program
 - vi. GLBT Reception
 - vii. Whitney Young Forum
 - viii. Diversity Recognition Program Presentation
 - ix. Minority Fellows Reception
 - x. Farewell to Miami Dance Party

1. ARE Team in Training (TNT for short)

- a. Libby has contacted Kaplan Education regarding sponsorship opportunities
- b. Met with the TNT group on Wednesday, May 12th to introduce myself and to discuss with team members how they felt about the program, what they would like to see us improve, if they felt it was a valuable program and that they were getting their monies worth.
- c. All in all we received very positive comments and some great ideas and suggestions on how we may improve the program
- d. Also announced Martin Bacich's site planning seminar and invited the TNT group to attend

2. YAYA

- a. Received two YAYA submittals, currently reviewing and getting ready for jury packages
- b. I'll be attending the Design Awards meeting on Friday, May 21st to go over schedules and deadlines
- c. Abhay Santos is out of the country and not returning until after the DA Gala, I am stepping in as the Chair

3. IDP/CIDP

- a. Bring your Mentor to IDP Workshop with Carrier Johnson set for Friday, April 23rd 1-3:30pm at Carrier was cancelled due to only one person signing up. Even after a major marketing effort by staff and me announcing it at ArchiCHAT, we still did not get much interest. This event is not being rescheduled
 - i. We were budgeted to make \$400 on this seminar. I will meet with Libby and Krista to see how we can recoup this loss
- b. A date with Audrey Aronoff (IDP State Coordinator-South) for a workshop on "The Path to Licensure" – has been scheduled for October 22nd 2010.

4. ARE Site Planning Seminar

- a. Martin hosted his first Site Planning Seminar on Saturday, May 15th. We had 6 people attend. Krista has sent out an online survey to the attendees for feedback on the program
- b. Krista will follow up with the survey and providing feedback for Martin
- c. I will review with Libby and Krista the budget for this seminar and see where we stand for the October Site Planning Seminar

5. General

- a. Had a conference call with Kevin Fitzgerald AIA National's Director, Resource Architect for Center for Emerging Professionals (new position at AIA National). He has been charged with the task of defining what the Resource Architect for EP's does. We spoke about the need for Mentorship, about NCARB and IDP, and the AREs. We are also going to try and meet at the National Convention.
- b. Participated in the conference call hosted by Jeffrey Gill regarding AiACC's Review of Associates as Regional Directors Bylaws Amendments. Kevin Pollem also participated on this call. I have a few mixed feelings regarding this and I am sure the BOD will review this together as a whole prior to the vote at National.
- c. CAB is proposing a regulation change for CIDP candidates. Currently, the signing supervisor has to be in the same area that the project is located that the candidate is working on, under the new provisions, the supervisor does not have to be in the same state as the project, for example, currently if I was working on a project in Hawaii but my supervisor was here and licensed in California, he would not be able to sign off on my hours or if I worked remotely and was living in Nevada but the main office and supervisor was in California, they could not sign off on my work. Under the new provisions they could. CAB is revising their standards to align with NCARBs new guidelines.
 - i. Info posted onto our website
 - ii. Drafting a letter for review, see attached.
 - iii. Libby is also contacting John Baker and perhaps Kurt Cooknick to see what their thoughts on the proposal are.

7. Actions Taken on Resolutions Adopted at the AIA 2009 National Convention and Design Exposition

Resolution 09-1

Title	Component Adoption of the Gateway Commitment
Sponsors	Regional Director Frederick F. Butters, Esq., FAIA
Intent	<p>The Institute has correctly identified diversity within the architectural profession as a central and strategic issue. Unless the profession attracts and retains a diverse array of future architects, it will become increasingly out of step with the diverse society it serves. To that end, the Institute convened a diversity plenary in April 2008, an effort that resulted in the Gateway Commitment. The Gateway Commitment sets out concrete goals for advancing the cause of diversity within the Institute and the broader profession.</p> <p>Unfortunately, a commitment by the Institute alone will not work the desired results unless it enlists the commitment of each component. If the Gateway Commitment is to be more than laudable words on piece of paper, its intent must be brought home to each component. Each component must be urged to adopt the Gateway Commitment and develop a plan for implementation. Simply put, it is time to walk the diversity walk.</p>
Text of Resolution	<p>WHEREAS, the creation and enhancement of an open and diverse profession is vital to the long term success of the profession. While the Institute can set an open and inclusionary tone, to make a real change it must enlist assistance and support from each and every component. Each component must “walk the diversity walk.”</p> <p>WHEREAS, diversity within the architectural profession is necessary for the long term viability and relevance of the profession; and</p> <p>WHEREAS, diversity by traditional objective measures has not been substantially advanced since 1968 when Whitney M. Young Jr. issued his challenge to the profession; and</p> <p>WHEREAS, the cause for diversity within the architectural profession has been recognized as a strategic initiative and priority for the Institute; and</p> <p>WHEREAS, in furtherance of the diversity cause, in April 2008 the Institute conducted a plenary that addressed the diversity issue; and</p>

WHEREAS, the product of that plenary has come to be known as the “Gateway Commitment,” which reads as follows:

GATEWAY COMMITMENT

We, the participants of the multiFORMity 2008 AIA Diversity Plenary, are committed to significantly improving the representation and management of diversity in architecture education and practice.

We believe this requires a cultural shift in the Institute, in our workplaces, and in ourselves.

We envision a continuing conversation to articulate a specific action agenda concerning:

- *Using our members’ expertise to expand our diversity with creative career mentoring opportunities from kindergarten to retirement.*
- *Learning from other colleagues and related organizations that have successfully addressed diversity issues.*
- *Focusing on a series of coordinated action items and ideas to promote diversity, with comprehensive oversight.*
- *Asking our membership to initiate conversations and actions on the local level.*
- *Sharing and celebrating best practices in promoting diversity.*
- *Recruiting and retaining the best and brightest in our profession.*
- *Employ the appropriate resources to implement these initiatives.*

Our purpose in setting forth this commitment is to develop a profession that reflects the diversity of the communities, users, and the clients we serve.

April 16, 2008

WHEREAS, the Gateway Commitment provides a set of concrete goals outlining a path by which the Institute and its components can and must further the cause of diversity from within; and

WHEREAS, the Gateway Commitment will only be effective if its implementation permeates the Institute structure from each local component up.

NOW THEREFORE; BE IT RESOLVED THAT the AIA Board of Directors must urge each state and local component to embrace and adopt the Gateway Commitment; and

BE IT FURTHER RESOLVED THAT the AIA Board of Directors must urge each state and local component to develop a concrete plan for implementing the Gateway Commitment; and

BE IT FURTHER RESOLVED THAT the Institute must make readily available all resources that currently exist or that may exist as a consequence of the ongoing efforts of the diversity council (including but not limited to component tool kits and best practices advice) to assist state and local components in the accomplishment of the diversity goals.

Subsequent Action

The Diversity & Inclusion Council's efforts have been focused on developing resources and programs for components, firms and members to show the value and importance of diversity and inclusion to encourage adoption of the Gateway Commitment. To that end, the following resources and programs have been implemented:

- Online toolkit for components with key information regarding the business case for diversity
- Online compilation of diversity programs at local components
- Implementation of diversity recognition program, focusing on best practices from individuals, firms or components
- Shadow an Architect program repeated at Grassroots to engage members regarding pipeline diversity
- Memorandum of Understanding with National Organization of Minority Architects (NOMA), resulting in cross-chapter collaborations
- 2010 Women's Leadership Development Summit
- Diversity & Inclusion Training program piloted in 2009 at New York component, rolled out to new Board members and at 2010 Grassroots Conference.

In addition, communication efforts include:

- Diversity Toolkit for Firms link on AIA.org homepage
- Diversity feature stories and podcasts on AIArchitect
- Development of online social networks for diversity and women.

May 26, 2010

TO???

SUBJ: Title 16 California Architects Board Notice of Proposed Changes in the Regulations

To Whom it May Concern,

The American Institute of Architecture San Diego Chapter is in support of the proposed amendments to Section 117 Experience Evaluation of the Comprehensive Intern Development Program (CIDP). The proposed amendments will facilitate CIDP candidates on their path to licensure by allowing supervisors in other states to review and approve C IDP Candidates Experience Evaluation. The proposed amendments will also align with the National Council Architectural Registration Board (NCARB) revised national standards to that organization's Intern Development Program (IDP).

AIA San Diego is pleased that CAB is taking the necessary steps to help emerging professionals with their goal of licensure. CAB recognizes that in this current economic climate, many candidates are in unique work environments, and this flexibility will help rather than hinder candidates on their licensure path.

Should you wish to discuss this further with representatives of AIA San Diego, the following Individuals may be contacted:

- Kevin Pollem, AIA, President, AIA San Diego kpellem@ztarc.com or 619-528-1199
- Alison Morita, Assoc. AIA, Commissioner, AIA San Diego's Emerging Professionals Commission, amorita@a-dwrp.com or 619-299-6690
- Elizabeth O'Malley, Executive Director/CEO, AIA San Diego, eomalley@aiasandiego.org or 619-232-0109

Thank you for your consideration of this matter.

Sincerely,

Kevin Pollem, AIA
President, AIA San Diego

Alison Morita, Assoc. AIA
Commissioner, AIA San Diego,
Emerging Professionals Commission

2010 Treasurer's Report -- Profit & Loss - Cash Basis - As of April 30

ACCOUNT	09 Actual		10 Actual		10 Budget YTD		Difference		Comments
	Cash	Accrual	Cash	Accrual	Cash	Accrual	Cash	Accrual	
Overhead Income - Dues	180,968		164,409	177,700	163,282		1,127		Ahead of budget and tracking very well!!! Especially as regards to accrual which will improve even more!! Kudos to all!!!
Overhead Income - Other	16,386		17,623	25,611	20,035		-2,412		slightly behind on a cash basis; however, ahead of budget (accrual) due to pending large newsletter ad commitments. Need to focus on e-blast income, mailing label income.
Overhead Sponsorship	2,350		4,200	4,500	3,000		1,200		Ahead of budget tracking well for year.
Overhead Expenses	-115,131		-116,997	-133,394	-107,792		-9,205		Didn't do great job of cashflow projections for newsletter expense (of by \$4K). Small overages add up. Grassroots, stationery, document purchases. Some overhead is reimbursable from AJACC and pending
Advocacy	-239		0	0	-250		250		anticipated income from UDC charrette right about now -- this number will change dramatically next month...
Fellowship	1,820		-149	-149	682		-831		Need to drum up more non-member attendance (use of FB fan page); also, DesignDIVA income is needed per budget.
Fellowship Sponsorship	1,875		4,875	10,400	4,500		375		Tracking very well, still need to focus on AMM-DSA and Holiday ArchiChat and DesignDIVA sponsorship.
Practice	4,224		-87	-87	2,832		-2,919		problematic -- needs attention.
Practice Sponsorship	9,700		8,100	8,100	10,000		-1,900		problematic -- needs attention.
Public Awareness	1,902		1,990	4,788	11,700		-9,710		DA is tracking okay; expenses are being very closely monitored. Expect it to be close to budget target.
Pub. Awareness Sponsorship	3,500		7,500	8,000	3,250		4,250		Budgeted \$7500 for year -- hoping to bring in a few more DA sponsorships and sell Traveling Display sponsorship...
Emerging Professionals	0		2,705	2,000	2,340		365		Looks good now but concern with unanticipated costs for ARE program... seeking in-kind and cash sponsorship to offset.
EPC Sponsorship	2,000		0	2,601	2,000		-2,000		Behind on cash basis; but on target for accrual. Hope to sell one or two small sponsorships to make up for program deficit.
BOTTOM LINE	109,655	110,070	94,169	116,579	116,579	2,410	-2,410		We are starting to see where the budget does not fully cover some overheads and other items. Res. Budget for 2010 is \$1,000,000.

Requested motion: "Move to accept the Treasurer's Report as presented."

MEMBERSHIP:

Membership body counts:

Member Type		MAY 27, 2009	MAY 10, 2010	Net difference '09 to '10
Architects	RG	503	445	(58)
Associates	AS	143	114	(29)
Component Allieds	AL4	1	1	0
Allieds (Secondary)	AL5	31	40	9
Allieds (Primary)	AL7	73	64	(9)
Emeritus	EM	97	100	3
Students	AL6	165	217	52
TOTAL		1,013	981	(32)
CORE members				
Architects	RG	503	445	(58)
Associates	AS	143	114	(29)
TOTAL		646	559	(87)

Membership dues update:

	2009 Actual YTD (5-24-09)	2010 Budget (10% decrease)	2010 Actual (Cash as of 5-24-10)	2010 Accrual (includes payment plan \$ due by June 30)	Diff. bet. Budget and accrual	Total dues budget for 2010 = \$172,598.... off by...
Dues	\$182,468	\$164,221	\$167,926	\$177,746	\$13,525	\$5,148

Membership retention/recruitment actions completed YTD:

"Big Ten" lapsed members: There are approximately ten lapsed members who are FAIAs, past presidents, committee chairs, or past board members. These "Big Ten" have been contacted by CEO and ExCom and offered the 50% discount due to past service. At this juncture, one has paid in full; another claims to have paid in full but that is not confirmed (and doubtful). The other eight have either not responded or indicated they will not do so at this juncture.

Smile-n-Dial campaign: A temp was used for 4 hours to contact the 96 lapsed members (not including the Big Ten), using a script, and ensuring the lapsed member knew of the dues payment options. 73 were contacted as follows:

Lapsed Architect & Associate Members	
Total Number Lapsed: 96	
Total Number Contacted: 73 (23 Pending Contact)	
	Left Voicemail: 24
	Yes - Will Renew: 14
	Maybe - Will Consider Offer / Sent Paperwork: 10
	No - Not Able to Renew At This Time: 8
	Total with Incorrect Contact Information / New Contact Info Not Given to AIASD: 17

Recruitment of new members: As retention efforts wind down, new member recruitment efforts will ramp up, including targeting non-member architects via the August newsletter to encourage them to try September events at the member price in hopes of enticing them to join during the October "15-for-12" annual, new-member, recruitment campaign.

Non-Member Subscriber Plan:

- Staff will do the first mailing promoting this new "product" on Tuesday, June 1st. Staff has set an internal goal to sell 20 of these plans in 2010. There is no income line item in the 2010 budget for this. Any income received will be "gravy" money.

Supplemental Dues Committee/Query Status:

- "Disband" committee approved with potential members identified by the Board back in November ... done
- Staff has queried chapters across country re: benefits offered to firms; responses are incoming ... done
- Staff to create a matrix of benefits based on research done on other chapters ... pending
- Staff will invite a sampling of members to react to and discuss the matrix of benefits Date set (tentatively) for June 24.
- Staff to propose a firm benefits package and pricing no later than the July board meeting ... pending

AIACC Tactical Membership Committee: CEO sits on this committee currently and is transitioning this task to Membership Coordinator. Bi-weekly conference calls are scheduled to discuss NetForum membership reports/challenges/workarounds, recruitment/retention issues, etc.

GOVERNANCE:

Rules of the Board:

- Attached is the staff proposed Chapter Reserves Policy Rule of the Board #15 and Rule of the Board #16.
- Treasurer's Report will provide Rules of the Board #9.

Bylaws: Staff will meet with President and Paul Schroeder, AIA, on May 26 to continue bylaws revision.

FINANCIAL:

Treasurer's Report, provided at May Board meeting.

Cash flow projections: Staff has provided YTD cashflow reports (cash/accrual) to each commissioner. Following the May 18 Commissioner meeting, staff will meet with each commissioner to review their commission budget and workplan – to make recommendations for the second half of the year at the June Board meeting. **Suggested action item:** Each commission, with input from staff, will prepare a revised budget to project year end 2010 financials at the June Board meeting.

\$10,000 Convention Legacy Fund monies: Pending Vice-President proposal.

StanCorp: It has been determined that the chapter has 42 shares of stock, received through an AIACC transaction in 2002. This stock is currently trading at \$48.92/share for an approximate value of \$2,000. Staff and Treasurer to bring forward a recommendation regarding this asset at the September Board meeting.

Zip code revenue: Staff coordinated with AIACC staff regarding zip code allocation between AIA San Diego and AIA Palomar. It is likely that AIA Palomar will receive its official charter from AIA very soon. At this time, it is likely that AIA San Diego will lose a substantial portion of our zip code income from the sale of AIA documents (electronic subscriptions as well as paper documents purchased directly from AIA). This is of concern to staff because of undetermined budget implications. Protecting other chapters from the mishandling that AIA San Diego has experienced should be given some consideration by this Board relative to 2011 convention bylaws amendments. For this chapter's immediate situation, staff is at a loss as to what specific actions might be taken to mitigate the indeterminate impact to this chapter.

Current reserves and reallocation of monies currently residing in main checking account:

Per the motion at the April BoD meeting, \$52k has been moved from the main checking account and put into the "reserves" savings account.

INSURANCE:

- General liability through April 2011 and staff health insurance through April 2011 have been reviewed/renewed.
- **D&O insurance:** Staff is reviewing current policy, set to renew in July.

PUBLIC OUTREACH/COLLABORATION:

Third-Party Collaboration Matrix: Staff created and distributed a zoomerang survey to get consistent, accurate data responses from the full board. Results are attached. Discussion is needed re: next steps and time on the May Board meeting agenda has been allocated for such a discussion.

HUMAN RESOURCES:

CEO evaluation –

- February 15: Email notice and printed assessment/survey sent to 2009 Board of Directors
- March 1: Completion date for Board to participate in survey/assessment - **8 of 10 done.**
- March 17: Results of survey/assessment are shared with BoD via e-packet (**attached**)
- March 24: BoD goes into Executive Session to discuss results, identify themes, etc.
- April 14: ExCom meets with CEO to conduct annual assessment, utilizing survey results and discussion from March BoD
- April 21: Draft evaluation distributed with BoD via e-packet
- April 28: BoD approves evaluation for placement in CEO’s personnel file

COMMISSION ACTIVITY:

Program/Event Overview, including Board attendance at events: Please see attached pages.

Missing committee charters:

AGC-AIASD
Codes, Permits, Processing
UDC
Committee on the Environment-SD (Commissioner awaiting staff input) DesignDIVA (staff working with committee/commissioner)

Advocacy oversight:

Candidate Forum: Staff is coordinating with the chair of this committee. SaveTheDate letters have been sent to all 17 City Council candidates. The forum date has been set for Tuesday, August 10th. A venue will be determined shortly. The committee meets again on May 25

AGC-AIASD: Staff worked with AGC staff re: kickoff meeting of new committee. Date set for June 22. Chairman Baker is in process of setting up an in-house, pre-meeting with AIASD committee members for early June.

Public Awareness oversight:

Design Awards: Programs/Communications director continues to support this program and committee.

Fellowship oversight:

ArchiChat: Nothing significant to report.

Annual Membership Meeting/Service Awards: Staff brainstorming relative to “figurehead” chairperson(s) and venue for Annual Membership Meeting and Distinguished Service Awards. Board is encouraged to think NOW to submit individuals for Service Awards.

Holiday ArchiChat: Planning continues. Nothing significant to report now that chair/venue have been determined.

DesignDIVAs:

Motion requested: “Move to change the name of the Women in Architecture Committee to “DesignDIVAs” effective immediately.”

Motion requested: “Move to approve the DesignDIVAs committee composition as per attached.”

Practice oversight:

Staff will meet with the Commissioner and CEC Committee chair in early June to discuss concerns regarding program attendance. It is anticipated that between green codes-focused events, CBC update event, and ADA programming, the current budget gaps will be addressed, and the early June meeting is intended to create a strategy for that to occur.

Emerging Professionals oversight:

Staff continues to work closely with 28 individuals enrolled in Licensure Team in Training study groups, including outreach to Kaplan for sponsorship and coordinating office coverage each Wednesday 5:30pm-7:45pm, and materials inventory. Staff collaborated with Commissioner relative to letter of support for CIDP requirements in California.

RULE OF THE BOARD 16 - ANNUAL DUES INCREASE

16.1 STATUS

- A . Adoption Date: Approved February 9, 1988
- B . Revision Date: May 26, 2010

16.2 RULE

- A . The Bylaws of the Chapter state: "The Board, by the concurring vote of all but one of its entire membership, may fix, before the end of any fiscal year, the annual dues to be paid by each classification of member, any increase shall not exceed 5% of the then current dues;" (Dues increases larger than 5% require concurring vote of not less than two-thirds of the total number of chapter members.)
- B . Recognizing the effort for the Chapter to keep up the rate of inflation and increased operating fees, the Board will automatically increase membership dues by 5% each year, no later than the June Board of Directors meeting, in keeping with the AIA annual "Call for Dues" process.
- C . The Board may, on a case by case basis, increase the dues by less than 5% or eliminate the increase entirely for that year.

END OF SECTION

2008 National Convention Voting Ballot

CANDIDATES FOR OFFICE	HOW AIASD is VOTING
Secretary	
Frederick Butters, FAIA (AIA Detroit)	no
David Del Vecchio, AIA (AIA New Jersey)	no
Helene Combs Dreiling, FAIA (AIA Blue Ridge Chapter)	yes
Vice President	
Dennis A. Andrejko, FAIA (AIA Buffalo/Western New York)	yes
John A. Padilla, AIA (AIA Santa Fe)	yes
First-Vice President	
Pamela J. Loeffelman, FAIA (AIA New York Chapter)	no
Jeffrey Potter, FAIA (AIA Dallas)	yes
BYLAWS AMENDMENT	
10-A Abbreviation of Titles of Associates & Intl. Associates	in favor of
10-B Electronic Voting at Convention	in favor of
10-C Member Dues Payment Plan	in favor of
10-D Assoc. Members as Regional Directors	opposed
RESOLUTIONS	
10-1 State delegates voting at convention by proxy	in favor of
10-2 Task force on National Convention location strategy	in favor of
10-3 Support for Development of Intl. Green Construction Code	in favor of
10-4 Growing trend of profession's loss of credibility and growing irrelevance	opposed
10-5 Appreciation to Retiring Executive Committee and Board Members	In Favor of.
10-6 Recognition of Newly Licensed Architect Members	In Favor of.
10-7 Appreciation to Departing Member of the Council of Architectural Component Executives	In Favor of.
10-8 Appreciation to the Host Chapter	In Favor of.
10-9 Appreciation to Convention Committees	In Favor of.
10-10 Appreciation to Exhibitors	In Favor of.
10-11 Appreciation of George Miller, FAIA and Anne Tichich	In Favor of.