

**AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS  
MINNESOTA  
CHAPTER (ASLA-MN)**

**Executive Committee Meeting**

Thursday, October 10th, 2016, 4:00 - 6:00 p.m.

International Market Square AIA/ASLA Board Room, Minneapolis



**Executive Committee Meeting Minutes**

**EXCOM MEMBERS PRESENT**

Gina Bonsignore, President  
Nicole Peterson, Secretary  
Kathy Aro, Executive Director  
Graham Sones, Director of Education and Professional Development  
Jodi Refsland, Awards and Banquet Co-Director  
Jake Coryell – Director of Programs and Events

**EXCOM MEMBERS ABSENT**

Fellows Representative – vacant  
Carmen Simonet, President-Elect  
Michael McGarvey, Advocacy Committee Chair  
Jodi Refsland, Awards and Banquet Co-Director  
Chris Behringer, Treasurer  
Matt Rentsch, Past President  
Jody Rader, Student Chapter Liaison  
Ann Rexine, Director of Communications  
Jody Rader, Student Chapter Liaison  
Ellen Stewart, Trustee  
Andrew Montgomery, Awards and Banquet Co-Director  
Chris Behringer, Treasurer  
Matt Rentsch, Past President  
Liz Hixson, Director of Public Relations

**OTHERS PRESENT**

Bryan Murphy – Secretary-elect  
David Motzenbecker – President-elect

**CALL TO ORDER**

President Gina Bonsignore called the meeting to order at 4:12 p.m.

**APPROVE MEETING MINUTES**

A quorum was not present, so we could not vote on the minutes.

**PRESIDENT'S REPORT, Gina Bonsignore**

- Gina suggests that we begin future meetings at 4:30 instead of 4pm, as it is difficult to get to the meetings on time.
- She suggests that outgoing members connect with their replacements ASAP and coordinate the passing off of responsibilities and materials.
- The date for the ExCom annual retreat will be December 1<sup>st</sup>. The venue is TBD.
- Executive summaries are due to Gina.
- Next Tuesday the 11th is the Keith Ellison tour. It is a tour of the Heritage Park project and opportunity to meet with the designers and discuss the role of landscape architects in this project, green infrastructure, and engaging with the community.

- Sponsor form for 2017: Gina suggests that we leave the form as is for the next year.
- SCAPE: call for articles is out.
- Friday April 21<sup>st</sup> will be the Awards Banquet and it will be held at CHS Field in St. Paul.

**PAST PRESIDENT'S REPORT, Matt Rentsch**

Not present, no report.

**PRESIDENT-ELECT'S REPORT, Carmen Simonet**

**TREASURER'S REPORT, Chris Behringer**

- Chris was not present so Kathy reports that our bank balance is \$68,051.95. We are in good shape. Chris has lined up Bryan Carlson, Kathryn Ryan, and Stephan to do the audit. Our fiscal year ends Oct. 31<sup>st</sup>, so please get any expenses to Kathy ASAP.

**SECRETARY'S REPORT, Nicole Peterson**

- Da Chuna lecture is on Oct. 28<sup>th</sup> at Rapson 100.
- TCLF "What's Out There" request for funds would be for the first research phase. They are requesting \$400. There is \$400 in the HALS budget that will be allotted to this cause.

**TRUSTEE'S REPORT, Ellen Stewart**

Not present, no report.

**EXECUTIVE DIRECTOR'S REPORT, Kathy Aro**

- Kathy is continuing the update of the website and will be adding a searchable database of award winners to the site. She is making all our software is up to date and has the appropriate add-ons. It will be live before the call for awards in December.
- She also plans on having a searchable database of firms. The AIA convention is coming up and we may have the \_SCAPE directory printed out as a handout.

**STUDENT LIASON REPORT, Jody Rader**

Jody reports that the students have had their first meeting of the school year. They are organizing events but not reaching out to ASLA-MN much so Jody is going to work on that connection. She is planning to have a portfolio review in early 2017. David says that Cuningham has also had a portfolio review for students, and he would like to include LAs this year in that. Perhaps the two can be combined in some way. There was also talk of sponsoring a couple students to go to ASLA National, but it seems that it's a bad time of year for students to be missing school. Gina feels it might be better to send students to Advocacy Day again as that happens after the end of the semester.

**GOVERNMENT AFFAIRS COMMITTEE, Mike McGarvey**

Not present, no report.

**CO-DIRECTORS OF AWARDS AND BANQUET, Andrew Montgomery and Jodi Refsland**

Not present, no report.

**DIRECTOR OF EDUCATION AND PROFESSIONAL DEVELOPMENT, Graham Sones**

SITES Workshop will be a case study on Oct 27<sup>th</sup>. People can register on the USGBC website. The site is in Stockholm, WI. Graham is also working on the LARE prep-sessions and Jake is interested in helping with that, as he sees his position as an emerging professionals post. Tony Wozka will lead the session again this year.

**DIRECTOR OF COMMUNICATIONS, Ann Rexine**

Not Present, no report.

**DIRECTOR OF PUBLIC RELATIONS, Liz Hixson**

Nicole reported on behalf of Liz. Presently, Liz, Maddie Peck, and Nicole are trying to determine who will be responsible for what since Nicole's position is new and the workload needs to be distributed such that no one person is overwhelmed. They are planning to meet in the coming weeks and draft a position description for each person.

**DIRECTOR OF PROGRAMS AND EVENTS, Jake Coryell**

There were roughly 60 people who played golf this year, which is lower than the past. Foot golf was not successful and had no attendants. Jake suggests that we could have the event at a more exclusive course if money allows – an exclusive venue may have a better draw. David suggested that we do a survey via Survey Monkey or a similar service to get some feedback from golfers. The timing of the event, whether it is held on a weekday or weekend, where the course is, etc. all matters to people.

The holiday party is also coming up and Chris K. from Anova wants to sponsor it again. This means we need to reach out to other sponsors who may want to also sponsor the event. Jake is going to start look into venues – perhaps something with a private room. They are looking at the 14<sup>th</sup> of December right now as a date.

**NEW BUSINESS**

No new business.

**NEXT METING**

The next meeting will be held on Thursday, November 3rd from 4:00 - 6:00 p.m. in the AIA-MN Board Room.

**ADJOURN**

Graham motions to adjourn the meeting at 6:00pm. Gina seconded the motion and the motion passed.

