



**American Society of Landscape Architects
Minnesota Chapter
Executive Committee Meeting
Thursday, January 6th, 2011**

Board Members and others Present:

Bruce Lemke - President
Kathy Aro – Executive Director
Ted Lee – Treasurer
Chris Behringer – Secretary
Craig Wilson – President-Elect
Erica Christenson – Director of Communications
Roger Martin – Fellow Representative
Cindy Zerger – Co-Director of Awards & Banquet
Anna Claussen – Director of Education and Professional Development
Richard Murphy – Past President
Mike McGarvey – Trustee
Laura Detzler – Director of Programs
Carrie Christensen – Director of Public Relations
Heidi Bringman – Duluth Committee Chair
Bryan Carlson – Audit Committee

Absent:

Dana Schumacher – Co-Director of Awards & Banquet
Prescott Morrill – Student Chapter President
Adam Arvidson - SCAPE magazine editor

- I. Call to order
- II. Action Items
- III. Approval of December meeting minutes: Carrie Christensen made motion to approve minutes, Bruce Lemke seconded, all yeas.
- IV. Article 11 of our Chapters Bylaws calls for a yearly audit. Bryan Carlson and Don DeVeau comprised our audit committee and performed the audit of accounts of our chapter. The findings of the committee were as follows:
 - i. The committee recommends the financial records be amended to eliminate carryover entries to fiscal year 2010 for both revenue and expenses
 - ii. ASLA-MN financial records conform to the record retention policies established for a not-for-profit organization and that records be stored in a safe, secure location, and
 - iii. The organization begins clarification of the official name for accounts receivable, payable, audit and tax purposes.
 - iv. ASLA-MN does need to think up new ways to earn money for our future.

- V. Introduction of Heidi Bringman, Landscape Architect with the LHB office in Duluth, MN. Heidi heads up the Duluth area LA's that are ASLA-MN Members and will be our new representative from the north.
- VI. Reports
 - A. Secretary (Chris Behringer)
 - i. Monthly ASLA-MN roster
 - i. No new members
 - ii. Mike McGarvey to contact three (3) lapsed members
 - iii. Board meeting to be held Wednesday, February 2, 2011 from 4:00-5:00 p.m., Room 225 College of Design, Dept. of Landscape Architecture, Ralph Rapson Hall.
 - B. Treasurer (Ted Lee)
 - i. Current balance as of 01/06/11 a.m. is \$55,229.13.
 - ii. One (1) delinquent check
 - iii. One (1) check holdover from golf tournament
 - C. Education (Anna Claussen)
 - i. Education Session – Will be held at the Minnekada Club on the same day as the banquet. The theme is Park Legacy – The Next Generation of Parks
 - ii. The LARE Session in December was small but successful. Still looking into actual education session for June LARE Session.
 - iii. Portfolio Review for students to be held Wednesday, February 2, 2011 in Room 225 at the College of Design. The same format as last year will be used. Professionals to talk about what to look for in portfolios followed by open session with students to look at current portfolios. Portfolio Review follows abbreviated executive committee meeting that is from 4:00 – 5:00 p.m.
 - D. Fellows (Roger Martin)
 - i. Screening of potential fellows candidates is underway, it is hard to be knowledgeable of all the possible candidates out there that are eligible. Next year the fellows may need some help with the initial list.
 - ii. Currently there are 5 interested parties, 2/3 good candidates.
 - iii. Wirth Award – will be gathering information on candidates, also looking for recommendations.
 - E. Awards & Banquet (Cindy Zerger)
 - i. The Call for Entries for the 2011 Awards went out this a.m.
 - ii. The award forms are updated and should be uploaded to the website in the next few days.
 - iii. Cindy will contact John Mueller, our speaker for the banquet and coordinate
 - iv. Cindy and Dana will be coming back with some ideas on how to make \$\$\$ at the banquet.
 - F. Public Relations (Carrie Christenson)
 - i. Green Expo is under way, our booth is display only, no volunteers
 - ii. The Theodore Wirth boards at the time of this meeting are at Green Expo, next at Park Board Headquarters and then looking at “Where is Wirth?” shown with a google map.

- iii. Currently recruiting volunteers for social media – tweet account with tweet authors.
 - iv. ASLA Legacy project is full steam ahead, interviews with founders of L.A. at University.
 - v. March 3rd Event – Four (4) founders of Department to discuss “Impact on MN Environment” – Reception following. Motion made to provide \$500 for the refreshments of this reception by Chris Behringer and seconded by Anna Claussen, approved - all yeas. Executive Committee meeting to be the following week – Thursday, March 10, 2011.
 - vi. May event to be Town Hall style at College of Design on the Theodore Wirth Legacy – Early Practitioners, Legacy of Landscape Architecture in MN.
- G. Communications (Erica Christenson)
- i. Newsletter – scheduled typically week after Executive Committee meeting.
 - ii. Four Visions of the Minneapolis Riverfront – Consultant presentation Jan. 27th, 2011 @ 7:00 p.m. Walker Art Center.
 - iii. New administrator on Facebook page.
- H. Trustee (Mike McGarvey)
- i. Results of survey to be posted in Land mid-january – start feedback
 - ii. Call for presentations due – National – January 21, 2011.
 - iii. Will forward Leaders E-Express to executive committee.
- I. Programs (Laura Detzler)
- i. Sledding event at Theodore Wirth House, Thursday evening, February 17th, 5:00 – 8:00 p.m. Jayne Miller available for conversation.
 - ii. National LA Month – events could be listed on National website
 - iii. March 26th Great River Greening, 20-30 youth care at Snail Lake Regional Park, looking for 5-6 members to come out that day.
- J. Executive Director (Kathy Aro)
- i. Who does SCAPE currently get mailed to? Mailing list needs to be updated, (city administrators, AIA, Professional Organizations).
- K. Past President (Richard Murphy)
- i. Adam Arvidson is retiring from SCAPE and Richard is chairing a small group, (Richard, Kathy and Erica) on what happens next.
 - ii. Need to call for interested parties. Include notice in upcoming newsletter.
- L. President-Elect (Craig Wilson)
- i. Presently helping Jayne Miller transition. MPRB and ASLA-MN good working relationship helping us claim the park legacy.
 - ii. MPRB looking for Assistant Superintendent for Planning Services.
 - iii. Binky Wood, (former president of parks association) promoting ‘Gateway’ from Library Park to river.
- M. President (Bruce Lemke)
- i. Theodore Wirth House now home for new MRPB Superintendent Jayne Miller.
 - ii. Peavy Plaza – sending a letter to the City on promotion of Landscape Architecture.
 - iii. Vendor Advisory meeting this month.

- N. Student Chapter President – Anna Claussen reporting for Prescott Morrill
 - i. Still looking into archiving at the University.
 - ii. Twenty (20) students to attend Labash.
 - iii. Design in 7, 7 Stories, 7 Minutes - What can be shared in just seven minutes? Listen in as seven professionals from the fields of architecture, apparel, graphic and interior design, housing, landscape architecture, and retail share thought-provoking, inspiring, and sometimes curious tales from the trenches. LA still needed to share.
 - iv. Next brown bags – Fringe/Non-Traditional Firms, Fellows Discussion
- VII. Next meeting, Wednesday, February 2nd, 2011, Room 225 4:00 -5:00 pm at College of Design, Dept. of Landscape Architecture, Ralph Rapson Hall.
- VIII. Adjourn at 6:00 pm - Carrie Christensen made motion to adjourn, Laura Detzler seconded, all yeas.