



Executive Committee Meeting Minutes

Date of meeting: January 11, 2008 at 9:00AM

Location: Mustang Sally's, 280 N. Gibson Road, Henderson NV

Attendees: Mike Duran, Amie Wojtech, Carrie Cottrell, Ellis Antunez, Tammi Gaudet, Steve Weaver, Helen Stone

The line item number corresponds to the associated agenda item.

ITEM #		ACTION BY
1	a. A quorum was established at 9:10am. b. A motion to approve the January agenda was made by Tammi and seconded by Ellis. c. A motion to approve the December meeting minutes was made by Carrie and seconded by Tammi.	Info Info Info
2	a. 1) Current balance is approximately \$8,000.00. 2) There are currently three annual sponsors. b. 1) Ellis is working on the Fellowship information for Ron Blakemore. 2) The next Board of Trustees meeting is May 7-10 c. 1) The Section vice chair position needs to be filled. Officers of the section shall select the new vice chair. Eric Nelson has officially been nominated for the position. d. 1) The email disclaimer was approved. Amie to draft an email policy. e. 1) The sponsorship year runs from April 1 to March 31. The website should be updated accordingly. f. 1) Pink Flamingo- In the future send an email invitation to all potential winners. When attendees RSVP, provide a list of all names, not just "XYZ" Landscape Architecture, group of 10. A landscape architecture firm was displeased when they learned an architect accepted an award for which they were the landscape architect of record. Ellis made a motion to send a trophy to the LA of record along with an apology letter. Amie seconded the motion. Mike and Helen will write a letter of apology to the firm by January 25, 2008. Two dates will be submitted to the Las Vegas Springs Preserve for the 2008 Pink Flamingo banquet, December 5 and 6. The room fee is \$700. It was suggested to solicit casinos. Tammi to draft a letter. 2) Tammi has booked speakers through June. She	Info Info Ellis Steve Amie Carrie Mike/ Helen Tammi



	<p>requested ideas for future slots. Carrie to send Tammi information on Burrowing Owls.</p> <p>3) Tammi spoke to Geoffrey regarding the golf tournament. Tammi is researching golf course fees.</p>	<p>Carrie</p> <p>Tammi</p>
3	<p>NLAM</p> <p>a. The NLAM committee has come up with a list of ideas</p> <ul style="list-style-type: none"> ▪ 30 days in Landscape Architecture ▪ A contest (geared towards students) to create a flier for NLAM. It would be posted in libraries, schools, community centers, etc. Mike made the suggestion that it be a national contest which Amie will look into. ▪ Attend schools (Betsy Rhodes Elementary, Green Valley High) Carrie to talk to a teacher she knows. Tammi to send Amie contacts she has. ▪ Speak at high school career days. ▪ Have a LA merit award for the girl scouts/ boy scouts ▪ Hang banners (Tammi provide Carrie with contact information for the City of Henderson.) Send some or all banners to the North for next year. ▪ Speak on radio shows (Helen to send Mike and Amie contact info for Don Davis) ▪ Contact media outlets such as newspaper and news stations ▪ Contact UNLV's Public Information Office for additional exposure ▪ In the North, students will be laying a pavestone area with supplies and supervision provided, for a hands-on experience. ▪ Put pamphlets from ASLA etc. out in public locations. ▪ Other- Tammi to send Amie the Mayors office information. Carrie will document activities that took place during NLAM. 	<p>Amie</p> <p>Carrie Tammi</p> <p>Tammi/ Carrie</p> <p>Helen</p> <p>Tammi Carrie</p>
4	<p>b. Angela Dye will speak in the North and South on April 17</p> <p>Fund Raising Suggestions</p> <p>a. Fall event- wine tasting. Friday October 10, both North and South. Event coordinators to be determined.</p> <p>b. Spring event- garden tour</p>	
6	<p>c. Historic Tour of Reno</p> <p>d. LARE Review</p> <p>Newsletter</p> <p>a. Send a monthly email with the newsletter link attached.</p> <p>b. Review the format and provide comments to Mike by the next meeting.</p>	<p>Helen</p> <p>All</p> <p>Carrie</p>



7	<ul style="list-style-type: none"> c. Carrie to send Helen the 'blurb' about the newsletter going digital to go in the newsletter for the next few months. d. Tammi will take the lead on the "This month on the podium" and "Featured Sponsor" sections. e. Helen is responsible for formatting the articles into the newsletter template and "Stone Scribbles" f. Mike is responsible for providing a final newsletter template to Helen and taking the lead on the remainder of the newsletter until a newsletter committee chair is named. 	<p>Tammi</p> <p>Helen</p> <p>Mike</p>
8	<p>Committees</p> <ul style="list-style-type: none"> a. Mentor committee- the ACE program information was received from National and will be provided to Anne b. Danny McElmurray is still focusing his efforts on getting the National Conference in Las Vegas c. Website committee- Carrie to email Stan to get winning award photos to update the website <p>Open Discussion/ Comments</p> <ul style="list-style-type: none"> a. Mike to email Stan Southwick to find out the process for moving the awards information into archives. b. Compile a recommended reading list for the Jean Brown and Dr. K. for the Architectural Studies library. Helen to put a request for recommendations in the newsletter. c. Justin Williams has requested we create an on-call list of professionals available to sit on a jury for critiques. Helen to put a note in the newsletter requesting volunteers. d. Provide pamphlets about landscape architecture for the Architectural Studies library. e. Host a trails hike. Coordinate with Outside Las Vegas? 	<p>Carrie</p> <p>Mike</p> <p>All</p> <p>Helen</p> <p>Helen</p> <p>Mike</p>
9	<ul style="list-style-type: none"> a. Next meeting will be February 7, 2008 at 9:00 am at RPA b. A motion to adjourn was made by Tammi and seconded by Amie at 3:02PM. 	<p>Info</p> <p>Info</p>