Board Meeting Minutes
January, 6 2012
Convene at LS3P's office, 12:30pm

Attendees: Dan Scheaffer, Trevor Draper, Ken Bolin, John Sullivan, Chris Bonner, Alan Purvis, Jim Henshaw, Roger Andrews, Emily Newman, Jake DeMint

1. Call to Order

2. Approval of Previous Minutes
Motion – Jim
Second – Chris
Unanimous approval

3. Committee Reports
3.1 Communication - JOHN R – not present
3.2 Event Coordination – EMILY
- *Maritime Center is reserved for the all membership meetings*
- *Offer free lunch for meetings if people RSVP.*
- *Include Emily regarding speakers' needs for equipment (screens, etc)*

3.3 Member Services - ROGER / JAKE
3.4 Emerging Professionals/YAF – CHRIS
- *First mentor dinner – slated for February*

3.5 Allied Member Relations – ROGER
- *AIA/CSI Oyster Roast on March 9th*
- *Requested a list of Allied Members*

3.6 CRAN Liaison - JIM / TREVOR
- *Creating a separate bank account*
- *Board meeting coming up*
- *Having a photo taken for the donation made to Heros*
- *Asked for list of CRAN members*

3.7 Design Director – ALAN
- *Meeting after Board meeting to discuss ideas, will update Board*
- *Design Charrette – is top priority*

3.8 Advocacy/Govt. Affairs - JOHN S
- *Dan requested a list be prepared of our elected officials for future use*
- *Tues, Jan 24th – State AIA meeting in Columbia, SC*

3.9 Scholarship - JOHN S
- *March 7-10 – Grass Roots Convention , D.C.*
- *Will sponsor one AIA Charleston member to attend.*
  - *ASAP – gather applications*
- *$500 scholarship to a high school student to be dispersed*

3.A Clemson Liaison - MICHAEL E
3.B Sponsorship - DAN / DON
- *The Print Machine (TPM) – asking to be top sponsor*
- *(Max of 2) Platinum sponsor @ $1500*
- *(4) Gold sponsor @ $1000*
- *(6) Silver sponsor @ $500*

- *Dan is putting together letters outlining what sponsors get for each level of sponsorship*
    - *Target to get letters sent/phone calls made within next 2-3 weeks*

3.C Treasurer – KEN

- *We need to send out notices to allied members for renewals*

3.D Other Director Reports (State or other)

4. New Business

4.1 2012 Events Calendar – 2 month look ahead

- January 25th - AIA Chas Membership Mtg - BAR panel discussion **(JOHN S.)**
    - *Guidelines about what makes a good submittal*
    - *What are their goals?*
    - *Address key people (neighborhood groups, historical, etc) that are helpful to meet with before BAR meeting*
    - *Target to set speakers by end of next week*
- February 3rd - AIA Chas Board Meeting
- February 22nd - AIA Chas Tour / Social Event **(EMILY/DENNIS)**
    - *Looking at MUSC Healthcare East and Meeting Street Academy*
- March 2nd - AIA Chas Board Meeting
- March 9th - AIA/CSI Oyster Roast
- March 7-10th - AIA Grassroots National Conference **(DAN/DON)**
- March 28th - AIA Chas Membership Meeting - Mayor Riley **(JAKE/DAN)**
    - *Jake has started to engage the Mayor's office*
    - *His Legacy/Achievements (architecturally)*
    - *Vision for Charleston in Post-Riley time*

4.2 2012 Budget approval

- *Increased expected dues*
- *Increase Grassroots Allocations to $2000 per person*
- *Will revise budget for electronic vote approval this week*
- *Confirm the storage unit is needed*
- *Confirm web hosting fee is appropriate (ROMANO)*

5. Other Business

- *Talk about AIA fees for rejoining after letting membership lapse*
- *Will attempt to make January meeting include a CEU credit*

6. Meeting Adjourned

- *2:00PM*

The AIA is the voice of the architectural profession and the resource for its members in service to society.

PO Box 21122
Charleston, SC 29413