

# AIA CHICAGO Board of Directors Meeting Minutes

Wednesday, March 25, 2020, 12:00pm – 1:30pm

AIA Chicago, 35 East Wacker Drive, Suite 250

## Attendees

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<input checked="" type="checkbox"/> April Hughes (President)	<input checked="" type="checkbox"/> Chey-Wen Taylor (Director)	<input checked="" type="checkbox"/> Jeremy Gentile (Assoc. Dir.)	<input checked="" type="checkbox"/> Zurich Esposito (Exec VP)
<input checked="" type="checkbox"/> Jessica Figenholtz (Pres-Elect)	<input checked="" type="checkbox"/> Manuel Hernandez (Director)	<input checked="" type="checkbox"/> Jose Rodriguez (Int'l Assoc. Dir.)	
<input checked="" type="checkbox"/> Mindy Viamontes (Sponsorship)	<input checked="" type="checkbox"/> Oswaldo Ortega (Director)	<input checked="" type="checkbox"/> Ryan Biziosek (Affiliate Dir.)	
<input checked="" type="checkbox"/> Jennifer Park (Honors/ Awards)	<input checked="" type="checkbox"/> Jason Golub (Director)	<input checked="" type="checkbox"/> Chris Carpenter (Affiliate Dir.)	
<input checked="" type="checkbox"/> Drew Deering (Advocacy)	<input checked="" type="checkbox"/> Natalie Hicks (Director)	<input type="checkbox"/> Andrew Jiang (Student Dir.)	<u>Key</u>
<input checked="" type="checkbox"/> Laura Garcia (Secretary)	<input checked="" type="checkbox"/> Tim Tracey (Director)	<input checked="" type="checkbox"/> Jeff Jenó (IL Delegate)	<input checked="" type="checkbox"/> Phoned in
<input checked="" type="checkbox"/> Patricia Saldana Natke (Treasurer)	<input checked="" type="checkbox"/> Lynda Dossey (Director)	<input checked="" type="checkbox"/> Joseph Lai (IL Delegate)	<input checked="" type="checkbox"/> Present
<input type="checkbox"/> Robert Forest (Past President)		<input checked="" type="checkbox"/> Terran Wilson (IL Delegate)	<input type="checkbox"/> Not Present

## Meeting Minutes

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1. **Welcome** by April Hughes. This meeting was held as a web based meeting due to the Coronavirus pandemic.

### 2. Approve February 2020 Meeting Minutes

**ACTION:** The February 2020 minutes were reviewed. Mindy Viamontes motioned to approve the minutes, Jessica Figenholtz seconded the motion.

### 3. President Report

**SUMMARY:** April Hughes started the meeting by talking about how her firm is dealing with the pandemic and the current business climate. Transform has stopped for now. They are working on changing it into something web based. April expects a delay in the City Grassroots initiative but thinks there are still opportunities for reaching out to alderman about climate change. Jessica talked about the AIA National Strategic Plan and how we would like to coordinate our plan with the national plan.

### 4. President Elect Report

**SUMMARY:** Jessica Figenholtz reported on the status of strategic planning. Two firms were interviewed- Executive Services Corp. and Sony Fisher- Peter Handler. ESC came up with a good project schedule and there was good dialogue about the process during the interview. The committee is recommending that the board proceed with ESC.

### 5. Executive Vice President Report

**SUMMARY:** Zurich Esposito reported that business is not as usual, but still moving forward. AIA Chicago staff is working remotely and there is a staff policy in place. AIA Chicago is pivoting and focusing now on web based programs instead of in person programs. Staff meetings happen once or twice daily. Zurich reported that the town hall webinar that happened yesterday only accommodated 100 people although we were supposed to be able to accommodate 1000. The program was well received. A contract document webinar is planned for later this week. There is a webinar also in development with NCARB. A YAF happy hour program is being planned as a virtual event. A web based ARE program is being developed. The staff is enthusiastic about moving forward. Zurich reported that the Executive committee made a decision to change the SPA party from an in person to a virtual event. The SPA committee is regrouping and looking at how to transform the event. Boards may be displayed at the Design Chicago Event in October. The new member reception will likely not take place and because no announcement has been made, the decision on whether that event will be held is on hold. If Designight has to be canceled, we will not lose a deposit because we have not yet paid one. It is too early to make a decision on that event. The award program will move forward but the event itself is in question. No deposits or decisions have been made about the Annual Meeting. There was discussion about the last date possible to make the decision on Designight and it will likely be tied to when the deposit is due for the Navy Pier Ballroom. Zurich reported that Joan has been in contact with the KC members to develop alternate web-based programs. He also noted that he does not receive all communication that membership receives from the state and national level.

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## 6. Committee Report - Advocacy

**SUMMARY:** Drew Deering reported that a summary of advocacy is in Dropbox.

**ACTION:** Drew asked that all Board members fill out the alderman survey.

## 7. Committee Report – Finance

**SUMMARY:** The finance committee met to discuss different financial scenarios given our new situation with the pandemic. Pat gave an overview of the different scenarios which are provided in Dropbox. Zurich reported on the financial safety nets that we have for the organization. Surplus funds are deposited into our accounts on a yearly basis and we are operating on a relatively thick cushion.

## 8. Committee Report - Sponsorship

**SUMMARY:** Mindy Viamontes reported that we were off to a great start and so we are not currently in a bad position. This year, sponsorship requests went out early (in December of last year) and so we are off to a great start on reaching goals. The committee will be pausing requests at this time for new sponsorship asks given the current pandemic. The goal is to retain all sponsors if possible.

## 9. Committee Report – Membership

**SUMMARY:** Laura Garcia reported that as of March 15 we have 2,559 renewed members, which is 23 more than at this time last year. Zurich reported that updated numbers since the 15<sup>th</sup> are that renewals are slowing down (since the 15<sup>th</sup>) but we are still in good shape. The membership committee will meet virtually to discuss membership retention in the upcoming months.

## 10. Committee Report – Honors and Awards

**SUMMARY:** Jennifer Park reported that the SPA jury will be virtual on March 31. There may be some adjustments to the design excellence awards. We did have a shortlist but that is going through one more round of review. The jury will also likely be a virtual jury. We will likely fold the national criteria for design excellence awards into our awards program. The rotating award might be adjusted and be the new Roberta Feldman socially just award. 2030 requirements are that firms be a signatory this year. We may or may not have a link to EDI survey this year depending on how it develops. She also reported that the FAIA committee met and an open call will be going out to architects Zurich and Pat Saldana Natke noted that the Fellows committee will also reach out to over 13 architects who they recommend be considered. The goal is to support as many people as possible.

## 11. EDI Committee Report

**SUMMARY:** Natalie reported that event planning is on pause for now. They are working on branding and a logo.

## 12. DOB Working Group

**SUMMARY:** Laura Garcia reported that the DOB is working to maintain continuity of services and is handling permitting electronically. The situation is fluid and rapidly changing, and the design community should be checking the DOB website for the latest updated information.

## 13. AIA IL Committee Report

**SUMMARY:** Jeff Jenó and Terran Wilson reported that the town hall with AIA Illinois chapters happened yesterday. It was recorded and the recording is being provided to membership. AIA Illinois Grassroots was scheduled for yesterday but was canceled. The next quarterly meeting is scheduled for May and its format is to be determined.

## 14. LGBTQI Committee Report

**SUMMARY:** No report this month.

## Meeting adjourned

## Next Meetings

Board Meeting – 3/25/20 @ AIA Chicago Office (12pm – 1:30pm)

ExCom Meeting – 3/18/20 @ AIA Chicago Office (8am – 9:30am)

**Documents Distributed:** See the March 2020 Dropbox folder for all documents.

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