

AIA CHICAGO Board of Directors Meeting Minutes

Wednesday, June 24, 2020, 12:00pm – 1:30pm

Video Conference Call

Attendees

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

Meeting Minutes

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

2. Approve May 2020 Meeting Minutes

ACTION: The May 2020 minutes were reviewed. Drew Deering motioned to approve the minutes, Pat Natke seconded the motion.

3. President Report

SUMMARY: April Hughes started by talking about the state of our nation and the statements recently released by AIA National and AIA Chicago regarding the killing of George Floyd and the ensuing nationwide protests. April asked what the reactions were to these statements from firms or the membership. Various board members talked about how their firms have dealt with the crisis and their responses to the statements. April reported that AIA Chicago and I-NOMA are working on how to move forward working more closely together.

4. President Elect Report

SUMMARY: Jessica Figenholtz introduced Jeanne Mayes and Joan Scheffer of ESC who are handling our strategic planning effort. There is a kick off meeting scheduled for Monday. There are 3 sources of information that will be collected developed. 1) Benchmarking from other organizations. (July) 2) Interviews with Board Members, staff, and others (August) and 3) a Survey that will be going out to all AIA Chicago members in September. A 4-6 hour planning session will be scheduled with the board to go over findings, likely in January of 2021. Goals and action plans will be converted into a “scorecard” so that we can follow on implementation over time.

5. Executive Vice President Report

SUMMARY: Zurich Esposito started with an update on the PPP loan. At least 75% must be use for staff paychecks. The period to apply for forgiveness has been extended by the government. It is recommended that companies apply for forgiveness earlier rather than later. We received a PPP loan for about 129K earlier this year. Programs are ongoing, still virtually via video call. A program regarding gender neutral issues was well received and will be posted virtually. He also reviewed upcoming webinars including a Demystifying Fellowship program that he encourages all join. Small Project Awards are tomorrow and all are encouraged to join. AIA staff is still not back in the office full time, but staff is welcome and allowed to be there. Difficulties include getting to work (via public transportation.) Only essential visitors are allowed, so meetings cannot be held at AIA offices for the time being. Jessica asked about if internal protocols have been set yet for AIA Chicago staff to return and Zurich reported that they have been discussing this with staff and are working on it. AIA staff is still meeting virtually for an hour each day.

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6. Committee Report – Finance

SUMMARY: Pat Natke reported on the state of finances. We are tracking well. We are approximately 300 members low on renewals relative to last year, which equates to about \$5,000 behind where we were last year. Designight is not yet finalized. We have a proposal but decisions about the structure and format are yet to be made, so costs are unknown at this time. The PPP loan helped this year; otherwise we would be 75K below where we need to be. Our auditing firm will be working with us to make sure documentation is being kept to be able to receive loan forgiveness.

7. Committee Report - Sponsorship

SUMMARY: Mindy Viamontes started by discussing sponsorship and opportunities relative to Designight. As of March, we had early commitments that totaled 82K. 77K of that has been actually paid. Much of that may be moved to the 2021, but it would be good to still recognize them for their early commitment. Mindy opened discussion up to the board. Zurich reported that the starting cost for the virtual event is 15K, and it will probably be more like 20-25K, and recommended we look at this as a two year plan. Zurich suggested we move the sponsors who have already paid this year to next year, and look to this year's winners to fund this year's event. We can double down on our commitment to EDI by donating some of the sponsorship income to commit to local organizations that reflect our values as an organization. It was decided that a Designight committee will be put together to review and make decisions about this year's event.

ACTION: We ask all Board Members to attend tomorrow's SPA event and sign up for it virtually if you haven't yet!

8. Committee Report – Honors and Awards

SUMMARY: Jennifer Park talked about the lifetime achievement awards. We will be voting at the next board meeting. Board members must be present to vote for this award. April received a call that Carol Ross Barney will be nominated by the Committee on Design for the Gold Medal award this year. April asked if we want to consider co-nominating her for the award. The board discussed what is typically done. The submission date for Designight has been pushed back to give time for more projects to be submitted.

ACTION: To all board members, please take some time to consider who you'd like to put forward for this award. A letter from the nomination board member is required for the nomination to be considered.

9. Committee Report – Membership

SUMMARY: Laura Garcia reported that membership numbers this month are showing that we are down less than 20 members total from this time last year. Laura will coordinate with the finance committee to see why our committee's membership information does not seem to be correlated.

10. Committee Report - DOB Working Group

SUMMARY: Laura Garcia reported that the current DOB commissioner Judy Friedland is retiring at the end of this month. There is an upcoming Zoning meeting on June 30th to discuss the additional dwelling unit ordinance that was recently introduced and two additional ordinances that may move ahead later this year.

11. Committee Report - Advocacy

SUMMARY: Drew Deering discussed that the advocacy committee met after the protests to discuss the status of rebuilding after the riots and how we could help. Members who want to assist their communities are being told to reach out to their Chamber of Commerce.

12. AIAS Report

SUMMARY: Andrew Jiang reported that events will be proceeding virtually in the short term, and the format of events later this year is still be determined.

13. EDI Committee Report, LGBTQI Committee Report

SUMMARY: No report.

Meeting adjourned

Next Meetings

Board Meeting – 7/29/20@ virtual meeting (12pm – 1:30pm)

ExCom Meeting – 7/22/20 @ virtual meeting (8am – 9:30am)

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

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