



AIA East Kentucky

A Chapter of
The American
Institute of Architects

December 18, 2009

Annual Strategic Planning Meeting

Location: RossTarrant Architects, Inc
101 Old Lafayette Avenue
Lexington, KY 40502
4:00 – 6:00

Agenda

1) Review of 2009

- a) Review of Programs and Events (Mike Sparkman)
- b) Financial Review (Harold Snider)

2) EKC Mission Discussion

3) Leadership Opportunities (Organizational Roles)

- a) Executive Board
 - i) President – Jeff Stivers
 - ii) President-Elect – Derek Brooks
 - iii) Secretary – Amy Lett
 - iv) Treasurer – Harold Snider
 - v) Director – Mike Sparkman
 - vi) Director - ?
- b) Continuing Education Chair
- c) Membership Chair
- d) IDP Coordinator:
- e) EKC / CSI Tradeshow
- f) Government Affairs
- g) COTE Chair
- h) Green Expo Chair
- i) KET Telethon
- j) Brik City Chair
- k) Ramps
- l) Other?

4) EKC Goals for 2010

End of Meeting

BOARD

2009 Officers

Mike Sparkman, AIA
President

Jeff Stivers, AIA
Vice President

Pamela Clements, AIA
Secretary

Harold T. Snider, AIA
Treasurer

Directors

Matthew Brooks, AIA
(Immediate Past President)

Ron Jackson, AIA

Ken Donnelly, AIA

Brent Bruner, AIA

Committees

UK College of Design Liaison
Clyde Carpenter, FAIA

Continuing Education
Marcus Highland, AIA; Matthew
Brooks, AIA

Membership

Media
Amy Lett, AIA

Government Affairs
Ron Jackson, AIA

Website
Matthew Brooks, AIA; Neil
Esser Assoc., AIA

Trade Show
Jessica Walker, Assoc. AIA

IDP Coordinator/ AIAS
Daniel Ware, AIA

Holiday Party
Jeff Stivers, AIA

*Civic - KET Telefund, Ramps,
Brik City*
Kenny Donnelly, AIA; Ron
Jackson, AIA

Green Expo
Daniel Ware, AIA

Committee on the Environment
Mike Sparkman, AIA; Amy Lett,
AIA; others as appointed

AIAS
Jon McAllister

Meeting Minutes

Meeting: **AIA/EKC 2010 Planning Meeting**

Date: **December 18, 2009**

Location: **Ross Tarrant Architects
101 Old Lafayette Avenue
Lexington, Ky**

Attending: **Mike Sparkman, AIA
Harold Snider, AIA
Jeff Stivers, AIA**

**Jessica Walker, Assoc. AIA
Derek Brooks, AIA
Randy Brookshire, AIA
Rob Deal, AIA
Michelle Costello, Assoc. AIA
Neil Esser, Assoc. AIA
Michael Hogan
Ginger Watkins
Amy Lett, AIA**

Meeting started at 3:10pm

2009 Events reviewed – Lessons Learned

- National AIA gave EKC an award for membership retention in November 2009.
- It would be good to have media coverage (through local papers) of worthy EKC activities, such as RAMPS project.
- Educating children and adults about architecture makes better clients, and a public that may be more sympathetic to issues relating to the built environment.
- The more EKC members that attend OVR Convention, the better EKC looks.
- If CSI is offering award (i.e. Vision Award), the EKC would like to participate in giving the award.
- Brik City – Missing AIA information and branding at the event.

2009 vs. 2010 Budget review

- Donation to UK for their lecture series should be contingent on recognition of EKC's donation. Possibilities:
 - Verbally acknowledge EKC at introduction of lecture.
 - Could EKC identify one of the lecturers?
 - Could EKC host a social hour to follow with a lecturer?
- How can more members be encouraged to attend UK CoD lectures?

2010 The look ahead

- 2009 Holiday Party did not include Toy Drive. 2010 to include a charity?
- If application for recognition offered, EKC should apply for award/recognition.
- Practitioners should visit and connect to the College of Design as often as possible.
- Quarterly meetings to break from standard format:
 - Task Force, planning, and brain storming discussion
 - Reports could be posted to website several days in advance for review to limit business meeting to ~20 minutes.
- Jessica Walker and Krisia Rosa to co-chair CSI Trade Show

- Identifying space to host event important. Ideas?
- Derek Brooks will Chair Government Affairs. Primary interests:
 - Identify and communicate with groups who have interest in shaping Lexington. Few have architects are very involved.
 - Communicate with candidates for Mayor.
 - Invite Randall Vaughn to monthly Board meeting.
- Neil Esser will assist in EKC website maintenance, but does not want to maintain the calendar or other things that can be posted by others.
- Rob Deal will help with planning and arranging CE for 2010.

EKC Executive Board

- President – Jeff Stivers, AIA
- President Elect – Derek Brooks, AIA
- Treasurer – Harold Snider, AIA
- Secretary – Amy Lett, AIA
- Director (Past President) – Mike Sparkman, AIA
- Associate Director

Committees and Programs

- Community Events (KET, Brik City, Ramps) – Kenny Donnelly
- Continuing Education – Marcus Highland & Rob Deal
- Committee On The Environment (COTE, SDAT) – Mike Sparkman
- Government Affairs – Derek Brooks
- IDP Coordinator – Daniel Ware
- Membership
- Tradeshow EKC / CSI – Jessica Walker & Krisia Rosa
- Website – Neil Esser
- UK College of Design Liaison – Clyde Carpenter
- UK College of Design AIAS Liaison – Jon McAllister

Tasks

Website

- Website needs to change in order to have visitors. Should be more interactive.
- Opportunity to increase transparency and visibility with website.
- Blog for each active Committee or Task Force?
- If an individual does not actively participate in an activity, no other members know. Can the website bridge that? Could there be an interactive blog? Could photos of most events be posted on the site? Could EKC toot its own horn?
- Commonwealth parking tickets available from KET telethon. How to share with membership?
- Add all committee meetings (i.e. COTE) to website calendar. Circulate invitation to COTE meetings through quarterly letter.
- Amy points to AIA Cincinnati website for how Committee info is shared.
 - Committee roles and responsibilities clearly defined on webpages.

Secretary

- Get updated member contacts from Janet P. and update Constant Contact list.
- Stats:
 - Rough estimate of those whose employers pay for membership.
- Track member participation and attendance to EKC activities

Meeting adjourned at 5:06pm by Jeff Stivers.

These meeting minutes prepared by:

Amy Lett, AIA

Secretary 2010 – EKC