MEETING MINUTES  
AIA EXECUTIVE COMMITTEE

The February Executive Committee meeting was held at 5:30 PM at the Lux Lighting conference room on February 20, 2012.

Attendees:  
Thad Rhoden - President  
Mark Allison—President Elect  
Stuart Smith – Treasurer  
Mark Lusk –Secretary  
Eugene Britton – Immediate Past President  
Maggie Carnevale – At-Large Director  
Amy Conner-Murphy – At-Large Director (not present)  
Myles Alexander- YAF Director  
Nicole Szlatenyi- Associates Director  
Mary Fierle – Executive Assistant  
Terry Meek- Meetings Program Chair  
Brian Cook – Box Lunch Program Chair  
Jackie Schauer - Membership Chair (not present)  
Bill Dodge – Oversight Chair  
Diane Meek – COTE Chair

DISCUSSION

Action Items (All)
1. The January Executive meeting minutes were approved.

Directors Reports
1. Treasurer Report-Stuart Smith, Terry Meek
   • Stuart went through training on Quick Books  
   • The to-date profit and loss sheet was distributed  
   • The first year invoices were paid  
   • $3,760.47 dues have been received to-date  
   • The budget report will be distributed starting in February  
   • AIA Asheville now has a lap top with Quick Books

2. Sponsorships-Mark Allison
   • Everyone has signed up for approximately five sources

3. President Report-Thad Rhoden
   • Spoke with Stephanie Monson about collaboration with entities coming in to area and teaming with AIA Asheville and the city of Asheville on how to work with the planning department and building department. Consider general membership with some members of the Executive Board to work on a committee  
   • Scholastics Arts ceremony. AIA was well recognized throughout the event.  
   • Acknowledge Scholastic award recipient at the Chapter meeting.
4. Website Task Force-Myles Alexander, Thad Rhoden
   - Website is up and working
   - The bugs are being found and resolved
   - Good feedback has been given on the website
   - Atlas has been helpful in assisting Myles and Mary
   - Web Brite is integral to the site to indicate who is attending and paying for events. There is a $1.67 use fee for each cost event. More discussion about the fee should happen with Atlas. The likely solution will be to use the site to register and simply pay at the door which will not require the use fee
   - A list of maintenance items was distributed. These items were not anticipated but are now recommended. The following are in order of importance and voted—motion by Terry and second by Nicole to accept the first three items—unanimous approved. The last item-Mobile friendly- was not accepted. Total dollar- $570.
     - Add news page—which is totally on the website and refers to the newsletter
     - Mobile friendly
     - Update facebook feed
     - Sign up form for Mailer Mailer. --This is being reconsidered along with “Constant Contact"
     - Mobile friendly

5. Continuing Education-Brian Cook
   - March-Decra Roofing –HSW and SD credits
   - April-TBA
   - May 2 and 9- Enviro Shake and Kone’ Elevators respectively

6. Section Meeting Programs-Terry Meek
   - February- Doug Hecker speaking about Clemson project. Defined and inventoried vacant spaces in Asheville
   - March-Jane Mathews

7. Community Outreach
   - AIA at the WNC Home show will have a big area with PBI and Lux Lighting providing furnishings and lighting-consider enlisting general membership to staff the booth

8. YAF-Myles Alexander-Nicole Szlatenyi
   - Draughting club logo created
   - Try to connect with non AIA members

9. New Business
   - ADC letter developed from last fall and the following months-discussions were regarding how to approach the ADC. Motion Terry Meek Myles Alexander second-motion approved.
   - Stuart was a recipient of the grassroots scholarship.
   - There is an AIA account at Suntrust bank which is unknown. Action to find out what the account is about will be taken
   - The cap on tax filing requirements is now $50,000 for three years.

The meeting adjourned at 7:10 p.m.

Recorded by Mark Lusk, AIA
Secretary
DISCUSSION

Cc: Board Members