# Nevada Chapter of the American Society of Landscape Architects

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November Executive Committee Meeting Minutes

**Date & Time:** November 29, 2023 / 5:30 PM – 7:00 PM

**Location:** Virtual Meeting

# 2023-2024 Executive Committee Members (\*voting members)

* Michael Hernandez, President - Present \* Geoffrey Schafler, President-Elect - Present
* Anna Peltier, Immediate Past President – Not Present \* Iolani Domingo, Treasurer - Present
* Barb Santner, Trustee – Not Present \* Kelli Du Fresne, Northern Section Chair - Present
* Cameron Arizmendez, Secretary - Present

# Invited Representatives:

Adam Adame, Communications Manager - Not Present John L’Etoile, NSBLA Representative - Present

David Farley, Membership Chair- Not Present Amanda Rookey, HALS Chapter Representative - Present

Phillip Zawarus, UNLV Liaison- Not Present John L-Etoile, Desert Green - Present

William McAdorey, UNLV Student Chapter President- Present

Motions presented at this meeting:

**Michael motions to purchase adobe cc today for the cyber Monday deal. Iolani seconds. All in favor, none against. Motion passes.**

**Michael motions to adjourn meeting at 6:35 pm 11/30/23. Cameron A seconds. All are in favor, none are against. Motion passes.**

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| **Strategic****Plan Goal** | **Agenda** |
|  | **Call to Order/Roll Call** |
|  | Approval of September / October Ex-comm Meeting Minutes-Pushing to next meeting. Cameron to send out link to executive board meeting minutes. |
|  | **I. Member’s Open Forum** |
| 1 | Members Wishing to Address the Executive Committee* None
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|  | **II. Representative’s Reports** |
| 1 & 2 | UNLV Student Chapter Representative Report –William McAdorey* Students are currently in the middle of finals week.
* Still working with CSUN on funding. CSUN will review it after the holiday break.
* LABASH conference. 6 students went.
* Elections for upcoming board are in spring semester.
* 3rd year students will likely be virtual next year.
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| 2 & 3 | NSBLA – John L’Etoile/Ellis Antunez* Next meeting is in February.
* Keeping an eye on bills and legislative agendas.
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| **Strategic****Plan Goal** | **Agenda** |
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| 5 | HALS Report – Amanda Rookey* Amanda took over position from Melinda G.
* Amanda reached out to Phil Z at UNLV to help link HALS and UNLV and TMCC. Seeking interested students.
* No new reports since last meeting.
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|  | **III. Committee / Officer’s Reports** |
| All | Northern Section Committee – Kelli Du Fresne* Firm tour was last October. 5 different firms that TMCC attended. Morning and afternoon sessions, with a final social at Stantec.
* Attended an elementary school for a career fair. Communicated with about 40 students and parents.
* Looking forward to a high school career fair in the future.
* Jana is back in town and showed a slideshow of gardens from her travels.
* Holiday party scheduled for January 12th at Engine 8.
* Putting together an exhibit for Landscape Architecture similar to an art exhibit.

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| 1, 2 & 4 | Membership Committee – David Farley – Not Present* Previous numbers from last meeting:

91 member’s total.12 expiring memberships over the next 3 months. |
| 2 & | Sponsorship Committee- Anna Peltier – Not Present* Package has been updated pending a few revisions and discussions. I.e., number of top-tiers and Emerging Professional Sponsorship pricing.
* Possible idea is to limit scarcity to the platinum level only. Leave gold and lower open to as many sponsors that want those levels.
* Upped dollar amount for Emerging Landscape Architect Sponsorship to $1,050 instead of $500

There was a brief discussion on if getting a course instructor for LARE prep – tabled conversation for future.* Added parking day sponsor.
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| All | Strategic Planning Committee – Anna Peltier– Not Present* Current Members: Barb Santner, Amanda Rookey
* Tying nationals goals to Nevada ASLA’s
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| 1, 2 & 5 | Communications Committee Report – Cameron Arizmendez* Current members: Adam Adame, Anna Peltier, Michael Hernandez
* Website- No updates, we will make a push to get the website updated soon.
* December Newsletter ideas:
	+ Project Highlights (Perhaps a project from the Design Awards?)
	+ Meet-a-Member (Phil Z. For December)
	+ Meet the Board & Committees (One page with headshot pictures for meet the board) (Small description of Committee tasks → looking for volunteers)
	+ Desert Green write up, ASLA Conf. Write up
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| 4 & 5 | Trustee Report – Barb Santner – Not Present but Barb emailed notes prior to meeting. |
| 5 | Advocacy Committee Report-Barb Santner – Not Present |

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| **Strategic****Plan Goal** | **Agenda** |
|  | * Current Members- Stan Southwick, David Farley, Cameron Arizmendez, Kelli Du Fresne
* No report
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| 4 | Finance Committee Report – Iolani Domingo* Current Members: Anna Peltier, Barb Santner
* Iolani sent out accounts report prior to meeting.
* Hasn’t received golf tournament numbers yet.
* Pink Flamingo theme sponsor was received. Payment received.
* Some pink flamingo sponsorships are still available.
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| 1 & 2 | Scholarship Committee – Cameron Arizmendez* Current Members – Iolani Domingo, Michael Hernandez, Amanda Rookey, Marc Chapelle
* 2 UNLV students and 2 Truckee students will receive the Hunter Scholarship. The Truckee students are still begin decided. The UNLV students have been notified.
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| 1 & 2 | Monthly Membership Events* December 2 Pink Flamingo and Design Awards
* January / February Social with UNLV possible.
* Spring social?
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| 1 & 2 | Pink Flamingo Committee Report-David Farley – Not Present* Current Members: Anna Peltier, Arron Butler, Gerard Arnau, Stephanie Schlobohm
* Confirmed Balkan for location, great package price and has a bunch of optional add-ins if we are interested (live music, DJ, Karaoke, Belly Dancers, etc.)
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| 1 & 2 | Parking Day – Michael Hernandez* See Sponsorship Package
* No updates.
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| 1 & 2 | Golf Tournament Committee Report-Wayne Salom – Not PresentNo updates |
| 2 | Award Nominations Committee Report-Anna Peltier – Not Present* No updates. Will follow up with Cecelia.
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| **Strategic****Plan Goal** | **Agenda** |
| 3 & 4 | Constitution & Bylaws Committee Report-Cameron Arizmendez* No update
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| 3 & 4 | Tellers Committee Report-Anna Peltier – Not present* No update
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| 3 & 4 | Audit Committee Report-Iolani Domingo* No Report
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|  | **IV. New Business** |
|  | * Admin Assistant position
* Adam will not be able to continue position.
* Possible candidate: MJ. Worked social media for UNLV ASLA. Marketing background. Seeking $22 an hour.
* Will table motion until next meeting.
* Adobe Creative Suite \*\*\*\*Black Friday / Cyber Monday Deal Ends Dec. 3\*\*\*\* vs. alternatives.
* Will table motion until next meeting
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|  | **Open discussion** |
|  | * Ron Blakemore’s proposal to create an archive:

Ron is still interested and is going to assemble a list of items such as minutes and board members. Things we should be archiving. Ron will present to the board in the future.* Geoffrey does not want a bank card for now. Will talk about at the next meeting.
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|  | **VI. Old Business** |
|  | **Tabled Motions Requiring Action by the Executive Committee:****Email chain vote 12/3/23:****Michael motions to purchase adobe cc today for the cyber Monday deal. Iolani seconds. All in favor, none against. Motion passes.** |
|  | •None |
|  | **VII. Meeting Wrap Up** |
|  | **Upcoming Key dates:** |
|  | * Next Executive Committee, 12/21
 |
|  | **VII. Adjournment** |
|  | * **Michael motions to adjourn meeting at 6:35 pm 11/30/23. Cameron A seconds. All are in favor, none are against. Motion passes.**
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