# Nevada Chapter of the American Society of Landscape Architects

P.O. Box 97896

Las Vegas, NV 89193

*email:* [*info@nvasla.com*](mailto:info@nvasla.com) *website:* [*www.nvasla.com*](http://www.nvasla.com/)

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 |
|  | **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. |
| 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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| 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. |
|  | **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.   . |
| 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. |
| All | Strategic Planning Committee – Anna Peltier– Not Present   * Current Members: Barb Santner, Amanda Rookey * Tying nationals goals to Nevada ASLA’s |
| 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 |
| 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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|  | * Current Members- Stan Southwick, David Farley, Cameron Arizmendez, Kelli Du Fresne * No report |
| 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. |
| 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. |
| 1 & 2 | Monthly Membership Events   * December 2 Pink Flamingo and Design Awards * January / February Social with UNLV possible. * Spring social? |
| 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.) |
| 1 & 2 | Parking Day – Michael Hernandez   * See Sponsorship Package * No updates. |
| 1 & 2 | Golf Tournament Committee Report-Wayne Salom – Not Present  No 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 |
| 3 & 4 | Tellers Committee Report-Anna Peltier – Not present   * No update |
| 3 & 4 | Audit Committee Report-Iolani Domingo   * No Report |
|  | **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 |
|  | **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. |
|  | **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.** |