

CALLED TO ORDER: 9:10 AM

Present:

President: Lisa Kunst Vavro  
Vice President: Rich Rauso  
Trustee: Carl Kelemen  
Secretary: Joyce Gerhart  
Member-at-Large Elect:

Absent:

Treasurer: Tom McLane  
Member-at-Large: Phil Seibert

Associate Member-at-large: Sharee Solow

Section Chair:

Delaware: Denise Husband  
Carol Krawczyk  
Central: Deb Mengoni  
Eastern: Adam Supplee

Western: Rachelle Wolf

Executive Director: Holly Renner, Wanner Associates

Guests: David Goldberg

06:79 SECRETARY'S REPORT: Joyce Gerhart reported.

**MOTION: by Sharee Solow. SECOND: Adam Supplee. To approve the July and August minutes as amended. This motion was passed unanimously.**

**Amendments: In the August Committee Report, we should just state that it seems as though we need a new Communications Chair. Mr. Kelemen's name is spelled incorrectly in the Trustee's Report.**

06:80 TREASURER'S REPORT: Holly Renner reported.

Three reports have been provided – the monthly report, the budget for October 2006 to December 2006, and the Chapter Annual Meeting Report. The discrepancies between the ledger and the bank accounts have been determined. There was more money in the bank accounts than we were showing in the ledger because there were a few dues direct deposits not input and distributions not given to the Sections. Ms. Renner stated that have been catching up on things missed from previous years.

Chapter Meeting discussion:

Tom McLane made a suggestion that we set a deadline for the host Section to submit a budget to Executive Committee. Holly Renner suggested that we get a hotel booked 1 year ahead of the meeting.

**MOTION: by Joyce Gerhart SECOND: by Debbie Mengoni, To approve the October 1 – December 31, 2006 Budget, the monthly Treasurer’s Report, and the Chapter Annual Meeting Report. This motion was passed unanimously.**

Currently, the Chapter has a checking account and a Money Market Account at Mid-Penn Bank. There is also a Money Market account at PNC Bank. There are two Federated accounts; these used to be our restricted accounts. They are no longer restricted.

**MOTION: by Sharee Solow, To consolidate the two restricted accounts to a legislative fund account, a Money Market account, at a time to be determined by the Treasurer.**

**MOTION: by Adam Supplee, SECOND: Carl Kelemen To research Money Market accounts. This motion passed unanimously.**

**MOTION: by Adam Supplee, SECOND: Carol Krawczyk To have Ms. Renner report back to the Executive Committee on the Money Market account research by the October conference call. This motion passed unanimously.**

**MOTION: by Joyce Gerhart, SECOND: by Adam Supplee To move the money that is currently in the PNC Money Market account to Mid-Penn Money Market and close PNC Money Market. This motion passed unanimously.**

06:81 TRUSTEE’S REPORT: Carl Kelemen reported.

- Trustee’s meeting is in two (2) weeks.

06:82 EXECUTIVE DIRECTOR’S REPORT: Holly Renner reported.

- A copy of the report is attached.
- Holly stated that the Executive Director’s office will now automatically send out Section Rebate checks for dues and Section portion of Annual Meeting profits.
- Issue discussed whether we are working against ourselves to encourage exhibitors to go to both Design on Delaware and our Annual Meeting. The conclusion was that we don’t think that it is a one or the other for Exhibitors. We would like to encourage Exhibitors to do both events.
- Certificate from ASLA and Department of Interior for Chad Nelson, liaison for historic properties within the State of Delaware. Carol Krawczyk and Denise Husband will find a local venue to present certificate to Mr. Nelson.
- Ms. Renner requested/suggested that we have our Executive Committee conference calls be moved to third week of month instead of second week. This will allow the Executive Directors office time to get proper budget information prepared. There was discussion of what day of the week was best for most people on the Executive Committee. Wednesday worked for the most people.

- Meeting schedule: Face-to-Face, February Retreat - 2 day meeting, Annual Meeting and Fall Meeting for budgeting.

06:83 CLARB Issues:

- Denise Husband is on the Board of Directors for CLARB and is the Director for Region 1. Executive Director, Buck Chafey has left. New interim Executive Director, Robert Van Hook. He is from a company called Transitional Management. He is committed: to re-vamping CLARB web site, to the continuity of the exam, and finding new permanent Executive Director.
- CLARB is “Council of Landscape Architectural Registration Boards”. Every state that has licensure has a Registration Board. Every State that has a Registration Board can become a member. They are a body of member Boards that deals with licensure issues. CLARB is the overseeing body of those Boards. The role of CLARB is:
  - Creating and grading exam
  - Servicing the member Boards regarding licensure, exam, reciprocity, CEU’s, discipline.
- Ms. Husband asked everyone who has at least 5 years of experience to consider volunteering to grade the exam.
- Ms. Husband asked for feedback from the Executive Committee on issue in dealing with CLARB.
  - The website and the links are difficult to navigate.
  - CLARB tells exam candidates the contact their State Registration Board. And, at least in PA, the State Registration Board tells the candidates to contact CLARB.
  - There is a perception that CLARB is a hurdle to become an LA, not a help or assistance.
  - There is a perception the cost is going up and the assistance is going down.
  - There are a lot of communication issues.
  - Finding out what the process is is very difficult.
  - Content of the exam i.e. the latest exam included the design of a dam.
  - Study materials do not seem to be available in a timely manner.
  - The results – getting information that is helpful after failing the exam does not seem to be helpful. You can pay to look at the red-lined exam, but there is no explanation, no one to give you feedback.
- Ms. Vavro asked Denise if she would write an article for PLAN to explain CLARB and their purpose and responsibilities. The deadline is October 1.
- It was suggested that we could have a panel discussion on CLARB at 2007 PA/DE Annual Meeting. This could be based on the information presented to the State Administrators at the CLARB Annual meeting. Would like to have representatives of CLARB and the State Registration Boards of Pennsylvania and Delaware. They could discuss the exam, the process for taking the exam, how the exam is generated, reciprocity, CEU’s.

06:84 Web Site Re-vamp

- Mr. Goldberg lead the Executive Committee through a review of the current PA/DE ASLA web site and a review of other Chapter's web-sites. Based on this, the Executive Committee looked at what we think should be included in the web site and how it should be organized. We developed a framework for a re-design of the web site. We also discussed graphics and how the site should look and be presented. To produce a new web site would be \$5 to 6,000. The Executive Committee should look for web sites we like and graphic ideas by the October conference call.

06:85 OLD BUSINESS

- 2007 Annual Meeting – To be held May 10-12, 2007 at the Eden Resort, Lancaster. The theme is “Design Within Reach.”
- CIP - CD Project – The schools are signing a Memorandum of Understanding with Penn State by end of September. October 13 is the deadline to get all of their images to be sent to PSU. The plan is to have the CD ready for distribution by 2007 Annual Meeting. Representative Josh Shapiro is waiting for letters from each of the schools supporting the project and then will “champion” a grant for \$10,000 for reproduction of the CD's.
- Governor's Invasive Species Council – The Chapter received about 6 names of LA's who were interested and sent their resume's. The list and resume's were forwarded to Governor.

**MOTION by: Carl Kelemen, SECOND: by Rich Rauso, To send the list of candidates from whom we received resume's with a letter of endorsement from Chapter to Governor, and the Executive Director would write said letter.**

- John Collins Retrospective CIP – Temple is working on the CIP application. Temple is the host, not the sponsor. The Executive Committee voted in June to pursue the \$10,000 sponsorship - \$5,000 CIP grant, \$5,000 from Chapter budget.
- 2008 National Meeting – Longwood Gardens is being worked on as a premier tour. They are working on other tours. Tentatively, beginning of October there is a “kick-off” meeting. They will have an organizational meeting at “Design on the Delaware.” They are working on forming steering committee, and other committees. They need a committee chair. Carl Kelemen's name has been mentioned as possible Chairperson, but other nominees are welcome.

06: 86 NEW BUSINESS

- Co-sponsorship options for CEU's – Because the guidelines for CEU's have changed, the Executive Committee discussed the need for criteria for co-sponsorship. We need to define a schedule of when we would be able to be to approve co-sponsorship. The suggestion was made that having the information 10 days before a conference call or meeting of Executive Committee would be appropriate. The Executive Committee decided to develop a boilerplate for approving co-sponsorship. The Executive

Committee will ask the Executive Director's office to develop a draft boilerplate. The Executive Committee will review this boilerplate at the Retreat in February.

- Wanner Contracts – The 2006 contract expires September 30, 2006. A suggestion was made that we extend the current contract to end of the year, December 31, 2006.
- The Executive Committee should start thinking about Fellow Nominations. The nominations are due in February.