

Officers: Chad D. Danos, FASLA _____ President
Vaughn B. Rinner, FASLA _____ President-Elect
K. Richard Zweifel, FASLA _____ Immediate Past President
Hunter L. Beckham, FASLA _____ Vice President, Professional Practice
David M. Cutter, ASLA _____ Vice President, Education
Robin L. Gyorgyfalvy, FASLA _____ Vice President, Government Affairs
Michael S. Stanley, ASLA _____ Vice President, Communications
Jeffrey A. Townsend, FASLA _____ Vice President, Finance
Keith P. Wilson, ASLA _____ Vice President, Membership

Nancy C. Somerville, Hon. ASLA _____ Executive Vice President
Curtis A. Millay, ASLA _____ Secretary
Michael D. O'Brien, CPA _____ Treasurer

Non-voting Member:

Mark O. Dawson, FASLA _____ LAF Representative

Guests: Gary A. Brown, FASLA _____ President-Elect Candidate 2017
Gregory A. Miller, ASLA _____ President-Elect Candidate 2017
Wendy Miller, FASLA _____ VP-Elect, Professional Practice
Tom Mroz, ASLA _____ VP-Elect, Finance
Vanessa Warren, ASLA _____ VP-Elect, Membership

Agenda	
1. Approval of Minutes (Danos/Millay)	Action
2. Program and Operations Report (Somerville et al)	Information
3. Finance and Investment Report (Townsend/O'Brien)	Information
4. ExCom Summer Meeting Review	Information
5. Other Business	Information

Minutes

1. Call to Order

President Danos called the meeting to order at 9:05 am on Wednesday, May 18, 2016. All officers were present.

2. Roll Call

Officers:

Chad D. Danos, FASLA _____	President
Vaughn B. Rinner, FASLA _____	President-Elect
K. Richard Zweifel, FASLA _____	Immediate Past President
Hunter L. Beckham, FASLA _____	Vice President, Professional Practice
David M. Cutter, ASLA _____	Vice President, Education
Robin L. Gyorgyfalvy, FASLA _____	Vice President, Government Affairs
Michael S. Stanley, ASLA _____	Vice President, Communications
Jeffrey A. Townsend, FASLA _____	Vice President, Finance
Keith P. Wilson, ASLA _____	Vice President, Membership
Nancy C. Somerville, Hon. ASLA _____	Executive Vice President
Curtis A. Millay, ASLA _____	Secretary
Michael D. O'Brien, CPA _____	Treasurer
Kay Williams, FASLA _____	Acting Parliamentarian

Non-voting Members:

Mark O. Dawson, FASLA _____	LAF Representative
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Guests:

Gary A. Brown, FASLA _____	President-elect Candidate
Gregory A. Miller, ASLA _____	President-elect Candidate

Staff:

Susan Apollonio _____	Director, Education Programs
Roxanne L. Blackwell, Hon. ASLA _____	Director, Federal Government Affairs
Susan Cahill-Aylward, Hon. ASLA _____	Managing Director, IT and Professional Practice
Joyce E. DePass _____	Director, Meetings and Special Programs
Elizabeth Hebron _____	Director, State Government Affairs
Julia M. Lent, Hon. ASLA _____	Managing Director, Member and Chapter Services
Bradford McKee _____	Editor in Chief, <i>Landscape Architecture Magazine</i>
Terence J. Poltrack _____	Director, Public Relations and Communications
Ron Sears _____	Director, Resource Development

3. Minutes of Previous Regular Meeting

IT WAS MOVED BY MR. TOWNSEND AND SECONDED BY MR. BECKHAM TO APPROVE THE MINUTES OF THE APRIL 20, 2016, EXECUTIVE COMMITTEE MEETING. MOTION CARRIED UNANIMOUSLY.

4. President's Report

President Danos reviewed his activities since November 2015 including the ASCE Summit on Sustainability, the APA Conference, White House Conference on Resilient Building Codes, the Presidents Council, Winter Executive Committee meeting, AMEAC/Host Chapter meeting, CELA, and the IFLA meeting in Turin. In addition, he highlighted leadership visits to ten chapters and ten student chapters, including the commencement address at the University of Illinois.

5. Program and Operations Report

EVP Somerville reviewed program and operations highlights since the pre-meeting webinars to include the World Landscape Architecture Month activities that reached 22 countries and 4 million people, federal advocacy efforts, an update on the Center for Landscape Architecture, ASLA's cooperation with DC Downtown BID on Chinatown Park, and SITES®.

5. Finance Update

2015 Year-End Report

VP Townsend provided a 2015 year-end report. ASLA has had a \$2 million increase in net assets, which reflects a successful conference in Chicago, pledges to the Center for Landscape Architecture, and SITES. He also reported on cash, and short-term reserves, and long-term reserves.

2015 Audit Committee Report

VP Townsend reported that the Audit Committee is still reviewing the audit report, which has just been finalized. The audit report indicates a material weakness in the monthly closing process. CFO O'Brien will work with his staff and the committee to improve the closing process. Additional recommendations included changes to the credit policy for receivables and enhancements to the journal entry process.

2016 1st Quarter Report

Townsend and O'Brien provided a report on the first quarter 2016. They reviewed revenue and expenses to date in 2016, which compare favorably to 2015. Townsend reminded the committee that the Society is in a loss position until the annual meeting revenue is reconciled at the end of the year. The \$100,000 loss so far compares favorably to the \$400,000 loss at this time last year. Townsend also provided a summary of cash and reserves as of April 20, 2016, to include cash and money market, short-term reserve, and long-term reserve.

7. Constitution and Bylaws Revisions

Acting Parliamentarian Williams and Secretary Millay reviewed proposed constitution and bylaws revisions developed by the Constitution and Bylaws Committee based on direction given to them by the Board and other stakeholders. After discussion of changes to the Constitution,

IT WAS MOVED BY MR. BECKHAM AND SECONDED BY MR. TOWNSEND TO APPROVE THE REVISIONS TO THE CONSTITUTION. MOTION PASSED UNANIMOUSLY.

The Executive Committee discussed revisions to the Bylaws and reworked language for sections 102, 727, 728, 815, and 1007.

IT WAS MOVED BY MR. ZWEIFEL AND SECONDED BY MR. BECKHAM TO APPROVE THE REVISIONS TO THE BYLAWS AS AMENDED. MOTION PASSED UNANIMOUSLY.

8. Student and Advisory Committees

VP Wilson and Director Lent reviewed the proposed charges and nomination process for establishing student and associate advisory committees.

IT WAS MOVED BY MR. ZWEIFEL AND SECONDED BY MR. TOWNSEND TO ESTABLISH THE STUDENT AND ASSOCIATE ADVISORY COMMITTEES. MOTION PASSED UNANIMOUSLY.

9. IFLA

The Executive Committee discussed the status of ASLA's membership in IFLA and provided direction and parameters to ASLA leadership for discussions with IFLA.

10. Landscape Architecture Foundation Update

LAF Representative Dawson provided an update on LAF's upcoming 50th anniversary summit to be held in Philadelphia, June 9-12. He thanked ASLA for all its support through the years. ASLA will receive the LAF Founder's Award, which is conveyed to a firm, agency, or organization that demonstrates a significant commitment to preserving, creating, or enhancing landscapes over a sustained period of time.

11. Appointment of a Fellow to Serve on the Nominating Committee

The Executive Committee selected Mark Hough, FASLA, to serve a two-year term as Fellow on the Nominating Committee to replace outgoing committee member Ed Czynscon, FASLA.

12. BOT Meeting Review and Preparation

EVP Somerville reviewed the agenda for the midyear meeting to include the climate change discussions and rebranding session.

13. Other Business

Mr. Beckham discussed the need to get more practitioners engaged in SITES projects.

14. Time and Place of Next Meeting

The Summer Executive Committee Meeting will be held Thursday and Friday, July 22-23, 2016, in Baton Rouge, Louisiana.

There being no further business the meeting adjourned at 2:04pm on Wednesday, May 18, 2016.

Prepared by: Curt Millay, ASLA

Approved:

Agenda Item #2: Program and Operations Report	Information
<p>Purpose: To update the Executive Committee on key program activities.</p> <p>History and Background:</p> <p><u>ASLA Center for Landscape Architecture.</u> With the receipt of the building permit last month, progress continues on the construction of the ASLA Center. Staff continues to plan for the programming and opening of the Center in the fall.</p> <p><u>Chinatown Green Street Demonstration Project.</u> Work continues with the DowntownDC BID and Design Workshop on Chinatown Park to organize a charrette with stakeholders. The award of the DC Clean Water Revolving Funds for the 600 Block of Eye Street, NW, should be announced sometime in June or July.</p> <p><u>Pollinator Week.</u> On June 23, ASLA is scheduled to host a congressional briefing during National Pollinator Week 2016 (June 20-26). The briefing, cohosted with the Pollinator Partnership, in conjunction with the Congressional Pollinator Protection Caucus will highlight how landscape architects design pollinator-friendly habitats on transportation rights-of-way. The briefing will so include status updates on the latest pollinator activities from the federal and private sectors.</p> <p>On the evening of June 23, ASLA will also host a congressional reception at the temporary headquarters, which will attract an array of federal government agencies and coalition stakeholders engrossed in pollinator health issues.</p> <p><u>LAF Summit.</u> The Landscape Architecture Foundation is convening a summit in Philadelphia, June 10-11, 2016, to mark its 50th anniversary.</p> <p><u>Clinton Global Initiative.</u> EVP Somerville attends the sixth annual Clinton Global Initiative (CGI) America meeting in Atlanta, June 12-14, 2016. CGI reached out to ASLA last year to form commitment related to the Chinatown Green Street Demonstration Project.</p>	
Governing Rules/Procedures: N/A	
Action Requested: N/A	
Staff Contact: Nancy Somerville	

Agenda Item #3: Finance and Investments Report	Information
<p>Purpose: To report on the Society's financial activities through May 31, 2016, and its cash and reserves as of June 9, 2016.</p>	
<p>Operations: Currently, ASLA is reporting a loss of \$566,254 with revenues of \$3.5 million and expenses of \$4.1 million through the five months ended May 31, 2016. The revenue falls short by \$93,000 but is offset by an expense shortfall of \$220,000. The year-to-date loss improves on the budget by \$127,102. Please note that it is not uncommon for ASLA to report a loss for up to three quarters of each year depending on the closing date of the annual meeting.</p>	
<p>Cash and Reserves:</p>	
Cash (operating fund)	\$388,279
Short-term reserve (operating fund)	\$550,063
Long-term reserve: Cash	\$41,863
Equities (stocks)	\$2,452,366
Fixed income (bonds)	\$1,335,199
Total	\$3,829,428
Money market at bank (operating fund)	\$3,200,716
Center for Landscape Architecture	\$653,126
<p>ASLA has \$167,055 in unrealized gains, or five percent in the long-term reserve through June 9, 2016.</p>	
<p>Governing Rules/Procedures: The Board of Trustees is charged with adopting the annual program and budget of the Society, in addition to monitoring performance.</p>	
<p>Action Requested: n/a</p>	
<p>Staff Contact: Michael O'Brien</p>	