**ASLA COF Business Meeting Minutes**

**Monday, November 18, 2019**

9:00am-10:00am Pacific

Convention Center, Room 23BC

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| **Minutes - Draft** |

Presiding: Marq Truscott, FASLA, Chair

Officers: Marion Pressley, FASLA, Chair-elect

 Forster Ndubisi, FASLA, Secretary

 Susan Hatchell, FASLA, Member at Large

 Kurt D. Culbertson, FASLA, Immediate Past Chair

Guests: Darby Buckley, Student ASLA, 2019 ASLA COF Scholarship Recipient

 Eddy Gonzalez, Student ASLA, 2019 ASLA COF Scholarship Recipient

 James Ryan, Student ASLA, 2019 ASLA COF Scholarship Recipient

 Nancy Valenzuela, Student ASLA, 2019 ASLA COF Scholarship Recipient

 Juanita Shearer-Swink, FASLA, Chair-elect Designate

 Jane Winslow, FASLA, Secretary-elect

 Charles Birnbaum, FASLA, Incoming Member at Large

Staff: Curt Millay, ASLA, Corporate Secretary

 Michael O’Brien, Hon. ASLA, CFO/Managing Director of Finance

 Barbara Deutsch, FASLA, LAF Executive Director

1. **Call to Order and Introductions**

Mr. Truscott called the meeting to order at 9:15am and introduced the committee and guests.

1. **Minutes of the Previous Meeting**

IT WAS MOVED BY MR. GRAY AND SECONDED BY MR. MORRIS TO APPROVE THE MINUTES OF THE PREVIOUS MEETING. MOTION CARRIED UNANIMOUSLY.

1. **Moment of Silence for Department Fellows**

Mr. Truscott acknowledged Fellows who have passed away since the last business meeting. The body observed a moment of silence.

1. **Recognition of the 2019 Class of Fellows**

Mr. Truscott acknowledged the 2019 class of Fellows who had been inducted last evening.

1. **Council of Fellows Scholarship Presentation**

Mr. Truscott recognized the four Council of Fellows 2019 scholarship recipients. All thanked the Council of Fellows for their generosity and made brief remarks about what receiving the scholarship meant for their ability to continue their studies and graduate on time. After the students finished their remarks, Chair Truscott gave a brief history of the scholarship to update the newly elected fellows.

1. **Financial Report**

Mr. O’Brien and Ms. Deutsch provided a financial update on the COF Scholarship Fund. The year-end 2018 balance was $511,514. Principal contributions from 2018 totaled $62,116. The pledges from the investiture dinner last night are still being tabulated.

A discussion about adding and sustaining a fourth scholarship ensued. There was general consensus to form a scholarship task force committee to explore a long-term plan for the program such as providing more money per scholarship, increasing the number of scholarships, and/or providing multi-year scholarships. Those interested in serving on the task force should contact Marion Pressley or Curt Millay. The group also discussed setting a fundraising goal to sustain the program.

IT WAS MOVED BY MS. O’DONNELL AND SECONDED BY MS. HUGGINS TO SET A TARGET GOAL OF ONE MILLION DOLLARS WITH NO SET TIME LIMIT TO SUSTAIN THE SCHOLARSHIP PROGRAM. MOTION CARRIED UNANIMOUSLY.

1. **Swearing-In of New Officers**

Mr. Truscott swore in the new Council officers for 2020-2022.

1. **Other Business**

Mr. Donovan raised the concern of small chapters who feel they are not able to compete with current standards of national recognition. Discussion ensued that the nominating criteria needs to be revaluated to take into account regional and local impacts as well as recognition of community and collaborative efforts. Also the challenges of preparing nominations when an individual does not have access to a PR/marketing machine. The new COF executive committee plans to reevaluate criteria in the spring to address some of these concerns.

There being no further business, the meeting adjourned at 10:00a.m. on Monday, November 18, 2019.