

CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS

MINUTES

BOARD OF GOVERNORS MEETING OF THE C.S.L.A./A.A.P.C.
OCTOBER 27-28, 1984, CALGARY, ALBERTA

Part 2

Action Richard Pavelek will forward questionnaire to Len who in turn will forward to members. Richard Gaudreau will take care of a translated copy.

5. Reports

5.1 President's Report - see attached.

Len Novak gave an overview of programs and activities of the CSLA at this time. A copy is attached.

He will be writing a letter to Sandra Donaldson regarding the Women's Issues committee and also to Linda MacDonald in Ottawa.

Doug Paterson's Task Force on Education - see attached report.

5.2 President Elect's report

This includes a review of the Secretariat concept and publication of the Bulletin by Michael Hough.

1. Secretariat

Charlie Thomsen wondered if the OALA is in agreement with the proposal. Michael Hough and Mack Hancock have discussed this matter and Mack feels the OALA council would be willing to cooperate. Mack would take the proposal to the OALA council. The proposal involves setting up an interim administration in the OALA's office. Michelle Ois would lend her expertise and bilingual capabilities to this administration function.

Richard Gaudreau agrees with the proposition and suggests it should be further investigated. The idea of a permanent address and phone number in Ottawa is a good idea to give members a chance to assess the proposal of a Secretariat.

Mack Hancock feels more money will be necessary to set up the Secretariat in Ottawa. With increases in memberships this maybe set up within two years.

Marie Kipen wondered if OALA has the resources to do the interim job. Mack Hancock felt Michelle Ois could keep it all running and organized.

Victor Ford said SALA would agree to this interim set up but a time frame on the move to permanent headquarters is required.

Marie Kipen agreed this may cause CSLA to lose two years possibly in training a person to ultimately administer. She suggested the possibility of bringing in an executive assistant to be groomed for the job in Ottawa.

Richard Gaudreau mentioned AAPQ is using a management firm who may be useful in Ottawa.

Len Novak voiced his concern with counting on one person to do the job, i.e. Michelle Ois, and perhaps CSLA should look at an immediate Ottawa location. He suggested there is much disenchantment among members that OALA/CSLA act as one body and this set up may increase that problem. John Altorio felt the disenchantment may relate to the timing of PR 37.

Reinhart Petersmann suggested Michael Hough look at the proposal further as well as other possibilities, e.g. management firm.

Michael Hough agreed and plans to institute a plan at the start of his presidency. He would like to see somebody being trained for the job, but would like an agreement in principle for him to pursue the matter. He notes his time is limited and he would have to spend a great deal 'of time on this matter, therefore he would like tentative approval based on his findings. The larger issue in this matter he feels is CSLA's political and international image.

Action Richard Pavelek will check with BCSLA membership and report their opinions to Michael Hough.

Action Michael Hough will prepare a more detailed report for March, 1985 meeting.

MOVED: Charlie Thomsen moved that Michael Hough be directed to investigate further the establishment of a permanent secretariat headquartered in Ottawa with the initial steps being:

- a) to maintain an Ottawa address;
- b) to establish an Ottawa headquarters telephone;
- c) investigate with OALA the development of an administrative base on an interim basis with that organization; and
- d) that training of administrative staff be initiated with item c.

2nd: Victor Ford OALA abstained from vote.
All other associations voted for the Motion.

Action Victor Ford will forward information on the management group alternative.

Action Component organizations will report back to the Board on their members support or non-support.

2. Bulletin

A French translation will be produced and delivered to AAPQ

members. Michael Hough asked for general approval of items.

MOVED: Victor Ford moved that the Board accept the concept of an informational Bulletin in cryptic 4-page format.

Mack Hancock feels regional Bulletins are essential as participation is essential to CSLA.

Len Novak noted the Bulletin is more important than establishing a Secretariat at this point.

5.3 Treasurer's report - moved in Agenda - see below;

5.4 Component Association reports - moved in Agenda - see page 18.

5.5 Congress '85 Update

Report on progress given by Victor Ford. See attached.

5.6 Congress '86 Report

Report on progress given by Richard Pavelek.

Action

Richard Pavelek requested component organizations circulate a questionnaire regarding the accommodations situation for 1986. Pt present they have booked rooms at U.B.C. He would like these returned by December 14, 1984.

Congress '86 will be held in the last week of June.

The theme will be transportation systems and their social, environmental and technological effects and uses.

Mack Hancock suggested the circulation system aspect should be included, i.e. pedestrians.

Michael Hough suggested it should conclude on the social and environmental implications rather than technological.

Mack Hancock suggested the possibility of accommodations in Victoria but Richard indicated the ferry system will already be overstressed due to Expo.

Reinhart Petersmann interjected that Congress '87 is already in its early planning stages for Halifax.

(MEETING ADJOURNED UNTIL SUNDAY, OCTOBER 28, 1984)

MEETING RESUMES SUNDAY, OCTOBER 28, 1984

Len Novak asked permission to reorganize the agenda due to time constraints. This was agreed on between the Board members.

5.3 Treasurer's Report

Given by John Altorio - see attached.

Regarding the review of dues accounting: Richard Pavelek would like the component associations to receive an invoice. John Altorio suggested a statement could be produced indicating the difference between declared members and dues paid.

Jubilee

John Altorio reviewed the figures. The Jubilee has been deemed a success, with a possible loss of \$1,000 after resolving of the charge for the speaker issue.

John would like to know what year estimated membership numbers are for and if payment equals declared members. Richard Gaudreau wanted to know if actual subscription is based on paid numbers. What is the cut-off date for payment?

IFLA is based on declared members, paid January 1st. This differs from CSLA.

Mack Hancock felt organizations should pay only for members who have paid their dues.

Len Novak suggested discussing as a major item at the next meetin This would include the policy for collecting dues. John Altorio felt CSLA should bill in the usual way and restate their position in procedures manual at the next meeting.

Mack Hancock wondered if CSLA is improving in treasury affairs and control of funds. Len Novak stated he was personally comfortable with John Altorio's control of funds.

Action Mack expressed concern on CSLA's policy on collections. John will indicate methods of improving collections in the future.

MOVED: Mack Hancock moved that the Board accept the Treasurer's Report.

2nd: Victor Ford. Carried: Unanimously.

5.7 Accreditation Report - given by Len Novak

Refer to Ron Williams' letter and summary report on establishing a program for accreditation in Canadian universities.

Michael Hough reviewed his findings with Cameron Mann and wrote to Ron Williams with those findings.

Ron requests formal approval of schedule in report by October/84.

Action Len Novak will ask Ron Williams for clarification on requested meeting. Michael Hough suggested a conference call.

Michael Hough wondered to what extent the Board of Governors has the capabilities to appoint a new accreditation board. He suggested it would be helpful if Ron Williams would provide the Board with a directive as to the criteria to be used in these appointments.

Len Novak said they plan to draw on the College of Fellows for volunteer participation. Mack Hancock felt that this would involve 2-3 days per school and that that would be a large obligation on the part of volunteers. Len suggested that it should be made very clear to them what is involved before they volunteer.

Action Len Novak will ask Ron Williams who makes the decision on appointments and approvals of appointments and on what basis these appointments should be made. Reinhart Petersmann suggests waiting for an updated procedures manual for criteria.

MOVED: By Reinhart Petersmann to adopt the schedule of procedures.

2nd: Marie Kipen Carried: Unanimously.

Action Michael Hough felt the CSLA Board should congratulate Ron Williams on his efforts. Len Novak will send him a letter conveying congratulations.

Mack Hancock noted that the fact that CSLA is at the point of moving to Canadian accreditation rather than to look to the U.S. is important. Schools could take advantage of ASLA accreditation as well as CSLA.

5.8 Awards Program

Len Novak expressed the concerns of Gary Heine (Director of AALA at time of program set-up) that what was to be a national program seems to be shrinking to a localized provincial program. Arnie Budrevics has offered to set up an awards program.

Action Len Novak will write Arnie to start set-up and Len to contact Gary Heine.

Mack Hancock mentioned that if Arnie Budrevics is appointed he should be instructed by the Board of Governors to contact AAPQ through Richard Gaudreau. Richard is in agreement with this and stated that the AAPQ members are shy to participate. He would support and encourage them. Len Novak asked Richard for a procedure to follow. Richard stated he would like direct contact with Arnie.

Action Len Novak will instruct Arnie Budrevics to contact Richard Gaudreau.

Charlie Thomsen noted MALA has chosen not to participate in a national program. Clarification is necessary on judging. Richard Pavelek would like a Board directive re: time frame and he mentioned B.C. is organizing a provincial awards program. He asked would these awards pass on to a national level. He feels national and provincial programs should be run separately.

At present national program gives out both national and regional awards.

Charlie Thomsen said it should be clarified that MALA members do not participate due to financial constraints.

Mack Hancock suggested CSLA members as individuals should be able to submit to national awards.

Action Len Novak to set up schedule to carry out awards program.

Mack Hancock suggested some members should be members of the Order of Canada, e.g. Humphrey Carver.

Action Len Novak will check on nomination procedure for Order of Canada to pursue recognition of Humphrey Carver or others to be recommended to Order of Canada. He will write Jack Walker to follow up.

Reinhart Petersmann suggested the College of Fellows could follow this up.

6. New Business

6.1 Survey of the Profession

Jim Taylor will carry out research investigation with students of dimension of landscape architecture in public practice. He requests advice on possible research projects. Richard Pavelek suggested there should be an item in the Bulletin.

Action Michael Hough will include in Bulletin with a note Jim Taylor is continuing on with his survey of the profession.

Len Novak indicated there is still funding in Jim Taylor's program for printing of the report. It would be available on a cost per issue basis.

6.2 Proposed Committee on Environment Issues

Report by Len Novak - see letter.

A request was made for names for committee. These would include people with leadership capabilities. Expediency is requested.

Len Novak suggested Peter Jacobs, Jim Dobbin. Marie Kipen suggested representatives should be included from the Northwest Territories and Yukon. Also Marie suggested two from Alberta is necessary.

Mack Hancock would like to review with the OALA council.

Charlie Thomsen wondered what the \$500 allowance covers. Len Novak said only such things as postage and phone calls.

Victor Ford will review names with SALA.

Richard Gaudreau suggested Louis Rousseau. He is younger and a good counter balance to Peter Jacobs. He also mentioned Michelle Marceau who has not been contacted yet.

Charlie Thomsen also suggested Gary Hilderman and Bob Newberry.

6.3 Extended Membership

Refer to Len Novak's letter of October 11, 1984.

Charlie Thomsen expressed concern over use of the title. Members

may drop MALA membership and become affiliates of CSLA only.

Marie Ripen said AALA is considering a second level of membership. People who are not practicing but want to maintain AALA membership would be covered. Mack Hancock stated OALA is also considering this option (members without status).

Victor Ford suggested possibility of a national associate status which would include receiving Bulletins and CSLA mailings.

Michael Hough suggested if non-full members wished to receive communications from CSLA they could apply for that status. He suggests waiting until full service circulation of publications is in force so people can see the direct benefits of joining before attempting to institute a new level of membership.

Richard Pavelek suggested that at the present rate of 5 percent increase in members per year CSLA is not going to keep up with inflation. Possible benefits of extended membership would be that the L.A. Review could be part of Core Program, accreditation, national liability insurance, awards program. It is a matter of packaging benefits and making it known. He suggests maybe looking at registered members and non-registered members categories.

Len Novak noted that young people in the profession would regard it as a "sign of life" and encouragement. The CSLA is a resource which the community of landscape architects should support.

Mack Hancock indicated Ontario has a law that OALA members have to be registered landscape architects. Extended membership may require an amendment to the law.

Michael Hough wondered if members would come through component organizations. Marie Ripen said communication through the local associations is essential for communication through national association.

Len Novak stated the designation, whatever it may be, should have a positive connotation, i.e. associate, affiliate, et cetera.

Richard Pavelek stated the component organizations need a control mechanism, i.e., sponsorship by a full member. Long discussion is required for decision on the term to be used for this new level of membership. Should be a professional designation inferring a means of participation on a fairly high level.

Victor Ford concurred the terminology is important and requires a lot of discussion.

Marie Ripen asked if CSLA is attempting to include other professions. It is important to attract allied professions. Charlie Thomsen and Michael Hough agreed with this point. Richard Gaudreau felt there is a need for a category for membership of non-landscape architects in component organizations. This would include membership in CSLA. Victor Ford suggested looking to other countries, i.e. Britain, for possible solutions.

Richard Pavelek suggested restricting full membership to full landscape architects, and pursuing landscape architects in the country now, with further investigation of "affiliate" membership.

Richard Gaudreau suggested a designation of "honorary member". Len Novak indicated there already exists such a designation as honorary and life members.

Action The Board directed Len Novak to pursue the matter and report in March to put a motion in place. It is agreed he investigate:

1. Acceptance for principle of extending services.
2. Affiliates.
3. Fees to buy all services of CSLA (LAR, Bulletin) to be charged.

Naming would be associates and affiliates.

Michael Hough suggested fees should cover more than the cost of supplying services so a profit would be involved.

Action Len Novak will write a letter to each component organization requesting they deal with the matter in order to prepare a report for March meeting with today's discussion as a basis.

6.4 Other New Business

Len Novak announced at Reinhart Petersmann's request that Cary Vollick's wife, who is a freelance writer, is writing an article on site planning for energy saving for Harrowsmith and she requests input of CSLA members.

Resolution of Roster Procedure

Reinhart Petersmann produced APALA's report. Len Novak gave Larry Paterson's proposal and produced a copy of the present roster.

A mini computer is used. Updates can be done frequently. The first year there would be a \$750 fee to enter data. Subsequent years an estimated \$600/year to update four times per year. He also noted disbursements may crop up occasionally.

Reinhart Petersmann mentioned firms were included in the previous roster and Len agreed this was important. Reinhart Petersmann suggested APALA could turn over present computer work to CSLA.

Richard Gaudreau felt the format needed work. John Altorio said this could easily be changed.

Michael Hough wondered if cost includes mailing to members. Len Novak indicated it was included in budget for production of roster but will not be distributed to all CSLA members, just the Board of Governor members and committee members. It would be available to all other members at a cost.

MOVED: By
1. CSLA proceed with Lombard North Group's roster proposal,
2. Obtain information generated from APALA,
3. Include firm listings subject to cost,
4. CSLA would have title to software and lists.

2nd: Richard Pavelek Richard Gaudreau abstained from vote.

Richard Gaudreau stated his reason for abstaining was that money had already been spent on a computer program and he felt there was not enough information.

Double Billing

Richard Gaudreau asked whether members of two or more component associations must pay double dues to CSLA. John Altorio stated the policy is one payment of dues per member. It is the member's decision which component organization to pay CSLA dues through.

Richard Gaudreau expressed he would like CSLA to refund dues to members with double membership. John Altorio said this is the component association's responsibility and that it should be made clear to members that they designate which component organization they wish to pay CSLA dues through.

Mack Hancock noted it is done on the honour system.

IFLA

Reinhart Petersmann feels CSLA is in the position to send two members to IFLA Congress. Len Novak said CSLA can only afford to send one, although a second member could go on his own funds.

Michael Hough suggested recognition of an alternative IFLA representative who could take over for Phil Tattersfield and who would be in contact at all times.

Mack Hancock wondered if CSLA regards the IFLA appointment as a lifelong matter.

John Altorio agreed that CSLA is in a tenuous position if Phil Tattersfield could not attend. He noted that a knowledge of the language and cultural systems is necessary.

Reinhart Petersmann suggested that this matter be discussed at the next Board Meeting.

Marie Kipen brought up the fact that at the last meeting a report was requested from the IFLA representative to be given at this meeting. Len Novak indicated as yet it is not available.

PR 37

Richard Gaudreau has been instructed by his council to present a motion for the CSLA to ask OALA to grant NCR status of exception tolerating use of designation of landscape architect.

Mack Hancock stated the CSLA should determine its a) jurisdiction, b) intentions, or c) philosophy if no jurisdiction. A legal question enters the matter. OALA has appointed a committee to research the matter. Richard Gaudreau states concern is that a certain number of people in federal government organizations are physically in Ontario but not working in Ontario. Do they have to become members of OALA? He suggested perhaps asking OALA to look into it rather than grant a resolution.

Mack Hancock indicated the OALA council has set up a methodology, and a meeting will be set up between AAPQ and OALA. The reason for the delay is the financial problem of travelling. He stated a legal position needs to be reached which will stand the court test. He noted RAIC has had to deal with this problem.

Richard Pavelek said in British Columbia the primary issues they are facing are: 1) legal, 2) standards, and 3) reciprocity.

Len Novak noted it is CSLA's duty to assist and facilitate dialogue between OALA and AAPQ, whether legal or financial. He wondered if CSLA was in a Position to give financial assistance.

Victor Ford felt it inappropriate for CSLA to have a philosophy on this issue but that they could help OALA and AAPQ.

Marie Kipen felt that without a stated legal position a meeting between OALA and AAPQ would be counter productive.

Richard Pavelek stated the grandfather clause protects members temporarily, therefore extending the deadline on solving the issue.

MOVED: Richard Pavelek for CSLA to send a letter to respective component organizations to encourage a meeting at the earliest possible time to discuss question of use of designation of Landscape Architect by federal employees in National Capital Region (NCR). The Board of Governors recognizes the legal and provincial complications of the issue.

2nd: Charlie Thomsen Carried: Unanimously.
Reinhart Petersmann
absent.

5.4 Component Association Reports

APALA

Report given by Reinhart Petersmann - see attached.

Action Forward to APALA, MALA and AAPQ "Code of Ethics". On brochure matter refer to AAPQ report.

CSLA corporate identity - has been put on a back burner, is not considered a live issue.

AALA

Report given by Marie Kipen. See attached.

AAPQ

Report given by Richard Gaudreau with presentation of brochure format. Michael Hough asked why AAPn is covering overrun of larger format on brochure. Richard Gaudreau stated this was because they did not participate in the original program, and they will be doing a brochure regardless so therefore are combining the funds from their own program. AAPn requests a decision on the number of copies to be printed. Len Novak asked that at the earliest opportunity each component organization notify Richard how many copies they require but that original figure of 10,000 English and 5,000 French be printed. Reinhart Petersmann will have all previous layout materials sent to AAPQ. He will invoice CSLA for expenses to date. If there is any question on this invoice it will be brought up at the next Board meeting. Charlie Thomsen requested CSLA's Ottawa address and phone number should be included on the brochure.

MOVED: Mack Hancock moved to proceed with the concept as presented and to follow procedures suggested between APALA and AAPQ.

Charlie Thomsen

Carried: Unanimously.

2nd:

MOVED: Mack Hancock moved that CSLA should thank Cary Vollick for his efforts.

2nd: Richard Pavelek

Carried: Unanimously.

OALA

Report given by Mack Hancock. See attached.

MALA

Report given by Charlie Thomsen. See attached.

Action Charlie asked for advice on how to remove non-landscape architects from Yellow Pages listings. Mack Hancock will check into how OALA handled the problem.

BCSLA

Report given by Richard Pavelek. See attached.

Mack Hancock requests a resolution to thank Richard Pavelek for his involvement and participation with the Board of Governors.

SALA

Not verbally given. See attached.

MOVED: By Mack Hancock that the CSLA should convey gratitude to Owen Scott and curator at University of Guelph for the substantial contribution their efforts on the archives have made to the CSLA in laying the foundation for the future of the archives.

2nd: Reinhart Petersmann Carried: Unanimous

Action Len Novak will send a separate letter to Guelph requesting a suggested schedule of the transfer of remainder of CSLA materials to archives.

MOVED: By Richard Pavelek to thank Len Novak for his hospitality and the unique experience he provided at this Board of Governor's meeting.

2nd: Mack Hancock. Carried.

7. Time and Place of Spring Board of Governors' Meeting

Richard Gaudreau offered Montreal as the next meeting location. Reinhart Petersmann also offered the Atlantic Provinces.

Agreed that meeting would be held in Montreal on March 22,23,24/35.

John Altorio wondered if his presence would be necessary at the meeting. The Board agreed that due to the proximity to Montreal of Ottawa the possibility of his attendance should be left open. The final decision to be made by Len Novak and John Altorio at the time of the meeting.

8. Adjournment

MOVED: Len Novak to adjourn the meeting.

Carried.