

CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS

M I N U T E S

BOARD OF GOVERNORS MEETING OF THE C.S.L.A./A.A.P.C.
JULY 15, 1984 CHATEAU LAURIER HOTEL, OTTAWA, ONTARIO

Attended by:

Len Novak, President, CSLA/AAPC
Michael Hough, President-Elect, CSLA/AAPC
Charled Lanktree, President, APALA
Richard Gaudreau, President, AAPQ
Macklin Hancock, President, OALA
Charlie Thomsen, President, MALA
Doug Clark, President, SALA
Marie Kipen, President, AALA
Richard Pavelek, President, BCSLA
John Altorio, Executive Secretary-Treasurer, CSLA/AAPC
Andre Sauve, Past-President, joined the meeting later

NOTE: The following itemizes all motions of the meeting and action(s) required. For a more detailed account of the proceedings, please refer to the meeting tapes or transcription both available upon request to the Executive Secretary-Treasurer.

MOTIONS & DISCUSSIONS:

1. MOTION: Charlie Thomsen to approve the agenda for the meeting, as presented.
2nd: Richard Pavelek Carried.

CORE PROGRAM

2. Membership Declarations by Associations for 1984-85 Fiscal Year
John Altorio explained the intent of the declarations as an indication by each Association President of expected membership for the coming year. These figures are important in calculating individual member's cost for the CORE program (to be approved) and is crucial in calculating individual member's share (for each association) of the Electives program.

<u>Association</u>	<u>84-85 Declared Members</u>
BCSLA	83
AALA	50
SALA	16
MALA	20
OALA	216
AAPQ	84
APALA	16
TOTAL Declared Membership	485

3. Executive Secretary-Treasurer - Position

Len Novak presented his letter to the Executive Secretary-Treasurer (July 3, 1984) outlining his proposed terms of Reference.

MOTION: Charlie Thomsen that the proposed terms of reference be accepted by the Board.

Discussion: John Altorio responded to the letter by stating that the terms were basically acceptable. Due to the demanding nature of the duties of the position for he and his office staff, he is not prepared to take on this position beyond the 84-85 year, in its present form. He made reference to his outline (addendum to the Minutes of the Board Meeting in Guelph) in which a clerical secretary position was proposed.

2nd: Richard Garneau Carried.

4. John Altorio wished to point out that the position of Executive Secretary-Treasurer is a demanding one. If by the end of the meeting, he does not consider it an equitable relationship, between duties, ability to perform and compensation, then he will hand in his resignation immediately. Len Novak considered this statement to be fair and reasonable.

5. Executive Secretary-Treasurer - Honorarium

MOTION: Richard Gaudreau that the honorarium remuneration be fixed at \$4,000.00 for Executive Secretary-Treasurer, \$3,000.00 for a Clerical Secretary and \$3,000.00 for Office Expenses.

2nd: Charlie Thomsen

Discussions: Len Novak and John Altorio explained that in the 83-84 year, this position had a budget of \$5,000.00 - Honorarium, \$3,000.00 - Office Expenses (for postage telephone, supplies, etc. and a portion of Travel expenses to Board Meetings (taken from \$4,000.00 - Travel)).

John reiterated that the position requires a clerical assistant and that \$3,000.00 would not be sufficient. Len Novak explained that the remuneration was not intended to fully cover costs for Executive Secretary-Treasurer's services in the same way that neither President nor President-Elect has remuneration, other than direct expenses. Michael Hough felt that the

proposed position of clerical secretary is crucial to the effectiveness of the Society and should be paid accordingly, as far as is affordable. An important factor should be the matter of CONTINUITY and whether the Executive Secretary-Treasurer changes or not, the value of a well established clerical assistant would make the difference. Reference to the irreplaceable work of Michele Ois (OALA Office).

Macklin Hancock felt that we have to do this properly even if we don't do other things.

With these points in mind, discussions centred on revising the figures to an emphasis on the remuneration to the clerical secretary.

MOTION: Amended: Richard Gaudreau, accepted by Charlie Thomsen
Honorarium \$3,500.00
Clerical Assistance \$7,000.00
Office Expenses \$3,000.00

Michael Hough stressed that improving the Society's efficiency from the base up, should be a priority now. The Core program budget may have to be reduced to make it affordable. Doing it now should be the priority.

John Altorio stressed that if the increased cost, as proposed in the motion, is a concern, is it not worth the cost to establish a base for the Society that would allow the Society to run more smoothly and thereby improve those basic services to the membership.

Len indicated that with the proposed increased cost that some of his programs (especially in Electives programs) would likely not be affordable. His basic approach has been to make the CSLA more visible in a "flash and glitter" sense and increase the APPARENT SERVICES to the membership.

Carried.

6. Communication Expenses for Past-President, President and President-Elect

Len Novak suggested that communication expenses for this position remain unchanged.