

THE CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS  
ASSOCIATION DES ARCHITECTES PAYSAGISTES DU CANADA

Minutes of the Board of Governors' meeting held in a suite at the Loews-Le Concorde Hotel in Quebec City, Quebec on Sunday, February 5, 1989.

Present: Estyl Mooney President-Elect  
Ron Tatasciore AALA  
Vincent Asselin AAPQ  
Gordon Ratcliffe APALA  
Judith Reeve BCSLA  
David Wagner MALA  
Cecelia Paine OALA  
Ken Dockham SALA  
Larry Patterson President-Elect (1989)  
James Taylor Executive Director

Guests: Roger Martin ASLA Past President  
Doug Clark Chairman Awards Committee  
David Von Stalk Environmental Chairman  
Hugh Knowles Chairman Accreditation Com.

Jocelyne Ouellet Temporary recording secretary

8:30 Mr. Mooney brought the meeting to order. There will be several presentations. Also, a group picture will be taken at 9:00.

G-1 Environmental issues

David Von Stalk has been appointed Environmental Chairman about three weeks ago. In order to generate a budget for the environmental committee, he felt that he had to come before to Board to find out what was the feeling of the membership from the workshop.

The budget for 1989-1990 is as follows:

Administration	\$500
Typing & Xerox	\$400
Stamps, Courier & Fax	\$100
Total Administration Costs	\$1,000
Travel & Program development (portion been used)	\$800
Lobbying (lunches)	\$100
Development of Publication of Environmental Networking	\$500
Subscriptions	\$150
Grand Total	\$2,550

Ms. Paine asked what are the objectives of the Environmental Committee. One of the objectives is a participatory education with the public and government. Also act as liaison between the federal government and CSLA.

Mr. Patterson asked if Mr. Von Stalk could do with a third of the budget. Mr. Von Stalk responded that it would not stop him from doing what he can.

Mr. Tatasciore asked if Mr. Von Stalk could achieve something over the next ten months that would be of some profile and be very well organized to be able to double your budget next year. He answered that this would be something he would embrace wholeheartedly. He mentioned that he will try to think of ways to generate money to decrease his budget. Mr. Mooney requested that Mr. Von Stalk flush it out and tell the Board his ideas in writing. Mr. Patterson has also requested that he send a statement of objectives and schedule of the committee for the June meeting.

Once the presentation was completed, Ms. Reeve and Mr. Tatasciore asked vis-a-vis travel expenses since Mr. Von Stalk was here to chair a workshop, whether or not it was covered by the Congress itself. Also, that he spent a part of his travel budget without his budget being approved.

MOTION 02.89.12

Moved by Ms. Paine to table this report.

Carried unanimously.

K-1 Accreditation council status report.

Report of CSLA 1988 Awards:

Mr. Clark indicated that there were 26 submissions last year. The jurors paid their own cost from the region to attend the national jury. The chairman costs were paid by the Accreditation council. The Council also prepared certificates.

Mr. Clark prepared a budget for \$5,100. It should be noted that this year, there were 32 submissions, therefore the income from the Awards program is \$3,200. That would result in a cost of CSLA for this program of \$1,900. They are requesting \$2,000. Allowance of \$2,000 has been carried for travel, chairman to the jury and assistant to the jury which enables us to

complete the operation in two day, chairman to congress, chairman to OALA or representative to OALA. Meals; General office costs. Their major cost is related to distribution of titles, award program brochures, fax, and photographs.

Mr. Clark requested direction from the Board. Currently, there was a request for 23 certificates. This program cannot work independently.

Mr. Clark need to know the dates of the annual meetings of each component to be able to have the regional certificates ready, and promotional material sent out to them so when they have their annual meeting, they can present the awards. He also needs the name of a person to be a contact between Mr. Clark and each of the organizations so that he can send information to that person.

Ms. Reeve congratulated Mr. Clark for a job well done.

Mr. Clark mentioned that all national and regional certificates are prepared by the Awards committee.

Mr. Patterson suggested that the Awards Council should try to get the Awards Program self-sustaining.

Mr. Ratcliffe recommended that the Awards Council try to find other ways to obtain funds such as slide show.

MOTION 02.89.13

Moved by Ms. Reeve to table the report.

Carried unanimously.

K-1 Accreditation council status report

Mr. Hugh Knowles presented his report. During the past year, they have revised the manual of accreditation and standards and procedures and a request for review form (guidelines for the preparation of the school self-evaluation report). The revisions made were not extensive, but one or two changes to the manual. 1) The Council felt that any external examiner that they bring as a team member should be given an honorarium. Mr. Knowles obtained Mr. Gaudreau's permission for that. 2) The Council found that two days were not quite enough for the accreditation, so it was changed to 2.5 days.

Changes to the guideline for the preparation of school self-evaluation report was the addition Section A, Item 1, 2 & 3

to the document. These documents have been given to Mr. Gaudreau. Mr. Gaudreau is going to use them as a basis for a French translation.

Mr. Knowles presented the manual and guidelines for viewing.

A letter was sent to the University of Manitoba requesting their annual report as to the current status of the program. Once an accreditation visit is made, the school must report to the Council one year after that visit. That report has yet to be received.

They are putting together a one sheet document to help the teams that go in for visitation. They also recommend to the teams that a written report be written and presented within 10 days following visitation.

One member that Council, Mr. James Standsbury, will be retiring, thus they are looking for a new member (from the East).

Two visits are scheduled for 1989:

University of Montreal visitation will take place the first week of April and the team going in will be headed by Don Graham and will consist of Dr. Angus McKenzie, George Houplain.

University of Toronto visit will be a joint visitation, LAAB (Landscape Architecture Accreditation Board) and CSLA teams. The visitation should take place in the week of March 21, 1989.

#### Budget for Accreditation 1989-1990

Preparation of documents	\$250
Postage and Courier	\$125
Preparation of report	\$75
Council meeting in Quebec City (Mr. Knowles and Dr. Jean David's travel expenses)	\$900
Honorarium for two externates	\$500
Total	\$1,850

Ms. Paine stated that in the past the Accreditation Council had requested the help from the component associations to try and help to develop a resource bank of potential accreditors. Mr. Knowles mentioned that a letter would be sent to each component association requesting once again their help.

Mr. Patterson asked if the travel expenses (\$900) for Mr. Knowles and Dr. David if that was an expense that was already been incurred. Mr. Knowles said it was.

MOTION 02.89.14

Moved by Ms. Paine to table the report.

Carried unanimously.

Report on meeting with Roger Martin

Mr. Roger Martin, Mr. Gaudreau, Mr. Mooney, Mr. Taylor and Mr. Patterson met to discuss a few items. They expressed the desire to keep on with the international liaison committee as a funnelling mechanism to funnel the mutual concerns and problems. This committee will be dealing in three areas: 1) international environmental issues; 2) reciprocity and free trade; 3) ASLA canadian chapter liaison in terms of their reorganization. They have agreed two times a year: one in Orlando in November and the other in Calgary in March.

MOTION 02.89.15

Moved by Ms. Reeve and seconded by Mr. Tatasciore that CSLA Board of Governors formally recognize the existence of the joint ASLA/CSLA ADOC Committee and that this committee be moved to the status of standing committee.

Carried unanimously.

Mr. Taylor informed the Board that this committee would not carry a budget.

G-1 Discussion concerning the budget for environmental issues.

Ms. Paine mentioned that the Board had not been addressed by the other committees.

Mr. Patterson stated that a few issues should be brought out: 1) The Board has an approved budget; 2) Within that approved budget, there is a sum of money identified for the elective programs as \$17,523; 3) Agreed that there are eight (8) priority items from which the top four (4) must be addressed by the Board first.

He recommends that the Board do two things: 1) wrestle with the questions of policy issues that they have talked about with regard to travel, etc.; 2) make sure that we are not perceived as stifling.

MOTION 02.89.16

Moved by Mr. Tatasciore seconded by Ms. Paine that in the spirit of having the President-Elect assuming the responsibility of Treasurer, the Board appoints Larry Patterson as Treasurer until the next annual meeting.

Carried unanimously.

D-1 New Executive Director's proposal

1. Draft an agreement with the President for formal adoption at the next meeting:
  - a) Issue fees;
  - b) Be given a budget according to spread sheet;
  - c) Coordinate the secretariat - Be authorized to have access to \$8,000;
  - d) Deal with Bulletin - Look at developing a feasibility study; Get out a new issue of Bulletin for \$2,000;

Proposal that there be some interim releases of money tabled so that the Board has control. Mr. Taylor will do the work as publisher at no cost only for this issue of the Bulletin.

Mr. Taylor suggests that we may want to have a three year plan for the CSLA.

MOTION 02.89.17

Moved by Mr. Tatasciore seconded by Ms. Reeve to appoint Mr. Taylor as Executive Director with an operating budget of \$20,700 over the interim period until full details of agreement and operating procedures come forward in June.

Carried.

OALA - abstained

MOTION 02.89.18

Moved by Ms. Reeve seconded by Mr. Asselin to reconfirm David Wagner as the fourth member of the Executive Director's Board.

Carried unanimously.

Mr. Patterson proposed that the Board meeting in June should be one day longer.

MOTION 02.89.19

Moved by Mr. Asselin and seconded by Mr. Ratcliffe to say a special thanks to Richard Gaudreau, the outgoing President, for all he did.

Carried unanimously.

The meeting was adjourned at 11:00 a.m.