

First Draft for Review

csla BOG Halifax, 10.25,26.91

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

Minutes of the Board of Governors' meeting held at the Haliburton House Inn in Halifax on Friday and Saturday, October 25-26, 1991.

Present:	John MacLeod	President
	Doug Clark	President Elect
	Larry Paterson	Treasurer
	Don Barron	AALA
	Jean-Francois Rolland	AAPQ
	Peter Klynstra (25th)	APALA
	Jim Sackville (26th)	
	Peter Kreuk	BCSLA
	Robert Bee	OALA
	Cam Patterson	SALA
	Alfred Simon	MALA
	James Taylor	Executive Director and Recording Secretary

President MacLeod called the meeting to order at 9:00 AM. Peter Kynstra advised that there would be a reception hosted by APALA as a part of their annual meeting starting at 6 pm.

1.0. ADOPTION OF THE PROPOSED AGENDA

MOTION 10.91.01

Moved by Clark, seconded by Simon that the Agenda be adopted as amended.

Carried unanimously.

2.0. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

MOTION 10.91.02

Moved by Bee, seconded by Barron that the minutes of the Vancouver meeting be adopted with the noted changes. (4.3: BCSLA intends to adopt the UNE)

Carried unanimously.

3. REPORTS

3.1. President's Report (verbal)

President MacLeod reported that he had communicated with CSLA past presidents to obtain input for the Strategic Planning Process. He

also reported on the IFLA Grand Council meeting and the Columbia conference that he attended in August. He also reviewed the activities of the Executive Committee and the September meeting in Winnipeg. John provided background on the ASLA conference in Kansas City and the Joint Committee. He also reported on his meeting with Gerald Perron and outlined potential guidelines for the future bequest from the Louis Perron estate.

### 3.2. President-Elect Report (verbal)

President-Elect Clark spoke of his work on the Strategic Plan. He noted that he would be focusing on three areas: public profile, promotion, and internal/external communication. Doug reported that Faye Langmaid was working on the Awards Program and that the archives has been established at the University of Guelph.

### 3.3 Treasurer's Report (written)

Mr. Paterson presented his treasurer's report. He concentrated on the income statement and indicated that while all programs appear to be close to budget, careful management is required to retain a balanced budget for the year. Revenue to date is below projections due to the loss incurred as a result of Congress '91 in Toronto. He noted that the Awards Supplement publication cost \$11,362.20 which has been financed from funds carried forward from 1990.

**MOTION 10.91.03 Moved by Clark, seconded by Barron that the Treasurer's report be accepted as presented.**

**Carried Unanimously.**

### 3.4. Executive Director's Report (verbal)

Taylor reported that the Roster had been completed and distributed, that the By-Laws were now on hard disk in preparation for updating operating policies, that the Awards supplement overprint had been rejected and is now being reprinted at no cost to the CSLA, that the Bulletin with Congress mailing was out, that articles were being prepared for the IFLA newsletter, and that the IFLA Yearbook would soon be available for distribution. He noted that other issues would be covered elsewhere on the Agenda.

### 3.5. Component Association Reports

a) British Columbia (verbal)- Kreuk reported that the BCSLA has in excess of 50 applicants (64). The total number of sitting for L.A.R.E. is not yet determined. Conservative estimate is 15. He noted that the B.C. economy has been strong and that the BCSLA had held a number of workshops for their members. The CSLA awards display was well received. The BCSLA is working on a display for Design Vancouver and is presently reviewing their fee schedule.

b) Alberta (see written report)

c) Saskatchewan (verbal)- Patterson reported that D. Harris (Harvard) had been awarded the SALA scholarship this year. Don Ruggles is now on the Saskatchewan Design Council who are considering reinstating the Premier's Design Awards. Bruce Martin is advertising for a new position with Regina City Parks.

d) Manitoba (see written report)- Simon indicated that he would be stepping down as a member of the Board and would be replaced by Ken Rech.

e) Ontario (written)- Bee reported that Brian Giberson was the new President Elect with a two year term. Executive Committee is developing a focus for the OALA for program development over the next two years. He confirmed that residency is not a requirement in Ontario and that the "not withstanding" clause was effectively adopted. Bob passed out copies of an advertising campaign (MacLeans) being conducted by the RAIC. He noted that a competitions task force had been formed and a promotional video developed that he would bring to the next meeting. A firm director has been completed, the Member Handbook updated, and the OALA trademark had been registered to protect the name. He advised of participation in the construction trade show and hosted a delegation of Ukrainian landscape architects. He noted that Linda Irvine had prepared a summary of the City Plan session which could be used in a Bulletin.

f) Quebec (see written report)

g) Atlantic Provinces (verbal)- Klynstra reported that this would be his last meeting and that the representative would be Jim Sackville. Standard specification developed with the NTA is gaining acceptance in the industry. Sections on hard landscape now being developed. Some activity should result from Hibernia in New Foundland.

h) NWT (verbal)- Paterson reported on behalf the association and noted that the by-laws had been revised.

#### 4.0. COMMITTEE AND TASK FORCE REPORTS

4.1. IFLA: President MacLeod reported on the results of the Grand Council meeting in Bogota. He noted the progress made in developing a long range plan for IFLA. However, he further explained that the meeting was dominated by the acceptance of a proposal for across the board dues increase based totally on the number of members in a country. The U.S. and other western countries objected as most now benefit from a graduated dues schedule. John had suggested a compromise that only a 10% increase would be passed in the coming year which could be covered either in cash or in-kind contributions. He further noted that the ASLA had

established a task force to review ASLA's future role on the international scene and to identify appropriate vehicles to implement international programs. MacLeod suggested that our increase in 1992 could be provided through in-kind contributions. After considerable discussion it was agreed that further study was necessary, that we should monitor the policies developing in the U.S. and elsewhere, that each component review the issue, and that a policy be developed before the next AGM of the CSLA.

#### **MOTION 10.91.04**

**Moved by Patterson, seconded by Barron that the Executive Committee investigate the IFLA issue along with the future role of the CSLA in international activities and prepare a policy for the next meeting of BOG.**

**Carried Unanimously.**

MacLeod presented an example of a new spanish magazine of landscape architecture that requires financial support (Arquitecturadel Paisaje). He recommended that the CSLA and university libraries purchase subscriptions.

#### **4.2. Media Task Force**

Alf Simon report that there were problems including a lack of interest from his delegated reps. A number of ideas were discussed ad it was agreed that a media workshop should be developed as part of the educational sessions at Congress '92 and that award program should be a focus for media exposure in the coming year. Other items to be promoted were issues raised by the Congress and community service activities.

**It was agreed that Simon, Clark and Paterson would develop the ideas to facilitate a program for 1992.**

#### **4.3. Congress '92**

Cam Patterson reported to the Board on the program and scheduling for the Congress. He noted that a mailer was now out with this issue of the Bulletin.

#### **4.4. Education Committee**

MacLeod advised that their was little activity in this area. He noted that the scholarship program was being administered but requested that the \$250 award be reviewed in the next budget and increased if possible. He recommended that we appoint a new chair for the coming year.

#### **4.5. Community Service**

Rolland requested that projects at the provincial level be documented and sent to him and/or to the Bulletin.

It was agreed that each component report should include a summary of activities in the future. Bob Bee provided a summary of the Congress '91 Round Table and it was suggested that an article could be included in the next Bulletin.

#### 4.6. External Affairs

President MacLeod reported that contact had been made with the RAIC and that other liaisons should be activity pursued in the coming year. Noted the success of the ASLA program.

#### 4.7. Accreditation Council

Alf Simon reported that the University of Guelph would likely be the next program to seek accreditation (93 or 94).

#### 4.8. Continuing Education

Peter Klynstra recommended that Jim Sackville continue on with his portfolio. He noted that the CSLA could consider reviewing and accrediting continuing education courses.

The committee should develop a system as part of next years program. Peter will check on the U.S. states that require certification of continuing education.

A course on environmental law will be presented at Congress '92 and will be organized by Colleen Mercer Clarke. The registration fee will be \$50. to cover basic costs. The Committee will also assist Media Access in the coordination of the its session.

#### 4.9. College of Fellows

MacLeod reported that the new roster includes the members of the College and that Len Novac was looking for a new secretary.

Component members were reminded that nominations for Fellows should be initiated later in the Fall.

#### 4.10. Professional Awards

Doug Clark that Faye Langmaid has selected the members for the Awards jury scheduled for this coming January. He recommended that awards materials be retained by the CSLA for one year to be used on "tour".

Clark said the entry forms are now ready and will be sent out in the next headquarters mailing.

#### 4.11. ASLA\CSLA Joint Committee

MacLeod reported on the Kansas City meeting with the CSLA. He noted that the ASLA chapter in Canada will be disbanded and that Canadian members would revert back to members at large in the foreign category. He advised that EXCOM (both ASLA and CSLA) had supported in principle the idea of a joint Congress to be held in Canada in the year 2000. He ask for a motion from the Board to confirm this action.

#### **MOTION 10.91.05**

**Moved by Clark, seconded by Kreuk that CSLA Congress 2000 be held in Canada in conjunction with the ASLA.**

**Carried Unanimously.**

**It was agreed that EXCOM would begin to examine potential locations including Montreal, Toronto, and Vancouver.**

#### 4.12. By-Laws

Larry Paterson outlined further recommended changes to the By-Laws in respect to the President Elects right to vote on the Board and the tenure of office.

#### **MOTION 10.91.06**

**Moved by Paterson, seconded by Simon that the By-Law changes be finalized subject to a final review by Gunter Schock and then circulated to the membership for approval.**

**Carried Unanimously.**

#### 4.13. Nominations Committee

Paterson advised that he would be sending out letters to the potential candidates and will formalize a slate for approval by EXCOM in January.

#### 4.14. Issues

Bob Bee advised that he was surveying the issues facing landscape architecture and the environment at the component level and would have more to report at a later date.

#### 4.15. L.A.R. Editorial Board

Peter Kreuk reported on behalf of Joe Daly. President MacLeod advised that he had sent a letter to the editor of L.A.R. recommending that coverage of the CSLA Awards must form part of their next July issue. Taylor that the "seconds" from the awards

supplement overrun have been retained are should be distributed to students.

President MacLeod thanked Peter Klynstra for his contribution on the board and recessed the meeting until the next day.

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President MacLeod called the meeting to order at 8:30 pm and welcomed Jim Sackville to the Board.

#### 4.16. Strategic Plan

Doug Clark reported on his progress in developing the next Three Year Plan for the CSLA. He summarized the results from workshop (distributed earlier) and noted that promotion of the profession and resolution of the structure of headquarters will be important components. He reviewed the goals and noted that Goal One: Stability and Growth had been achieved in most areas but that the development of non-dues income still an issue; Goal Two: Improve Membership Services could benefit from improved communications and member involvement; Goal Three: National and International Affairs needs more work relative to image nationally and resolution of the IFLA issue; and Goal Four: Interprovincial Communications requires some revision to deal with improving local involvement.

He advised that he would be developing a final package along with EXCOM for adoption at the March BOG meeting.

John MacLeod that he had received excellent feedback from the past presidents and would provide the information to Doug.

#### 4.17. Congress '93

Rolland updated the Board on progress in organizing the '93 joint Congress with ICOMOS to be held in Montreal. Vincent Dumais is handling the trade show. The dates are for May 12-15, 1993.

#### 4.18. East/West-North/South

John MacLeod advised that two landscape architects from the Soviet Union will be hosted by the CSLA in the spring as part of next years East/West-IFLA program. He noted the work undertaken with the Ukrainian landscape architects by Professors Chanasyk and Kehm. He suggested that the spanish landscape architecture magazine be funded under North/South programming for the coming year. Other possible initiatives were discussed.

#### 4.19. CSLA Brochure Task Force

Paterson presented a rough mock-up of a proposed brochure. A short session was conducted outlining criteria for the brochure and was

provided to Larry for use by his task force and consultant.

It was noted that photos from recent awards could be a good source of graphics. Also it was agreed that the document should be bilingual.

#### 4.20. UNE Task Force

Kreuk reported on McLean's efforts in coordinating with CLARB and the BCSLA was in the process of adopting the system. The study conducted by CLARB with CSLA cooperation has now been published and will help guide the new exam.

It was noted that AALA, SALA, and MALA could be interested in participating in the new UNE under the auspices of the BCSLA.

#### 4.21. IFLA Second Representative

In respect to CSLA IFLA second delegate, Taylor provided a circulated a list of past BOG members that could serve as a pool. The Board discussed potential criteria for the position including demonstrated interest in international affairs, and Board experience. Paterson questioned the need or the ability for the CSLA to finance a second delegate to IFLA.

#### **MOTION 10.91.06**

Moved by Simon, seconded by Kreuk that EXCOM will continue to pursue the issue of selecting a second delegate and along with the senior delegate to IFLA submit a nomination for Board endorsement at the next BOG meeting.

Carried with one Abstention.

MacLeod advised that the future IFLA meetings are South Korea 92, Nigeria 93, and Mexico City 94. He also noted that he had written President Osmundson regarding international competition standards and the inclusion of landscape architects as potential team leaders.

#### 5.0. BUSINESS ARISING

##### 5.1. NWTALA By-Laws

Larry Paterson indicated that he was representing the NWTALA and that revisions had been made to the By-Laws. MacLeod reviewed a letter that he had received from Robin Reilly outlining preferred differences in their organizational structure. Clark expressed a concern about non-member categories with NWTALA and most other association By-Laws.

#### **MOTION 10.91.07**



Moved by Paterson, seconded by Kreuk that By-Laws of the NWTALA be approved as submitted and that the NWTALA be declared in full compliance for recognition as a component association in the CSLA.

#### 5.2. Roster

Taylor presented the roster and advised that it could be expanded to include a list of past presidents, committees, by-laws, and other association information next year.

#### 5.3. Awards Supplement

Taylor reported that the over-run had been rejected based on inferior printing quality. A reprint will be done at no cost to the CSLA.

It was agreed that the rejected copies would still be valuable to students and in addition to U.of T., Guelph, and Ryerson; copies will be sent to Manitoba (100), Montreal (150), and UBC (60). Other copies might be used for IFLA related programs.

#### 5.4. Congress '91 Financial Statement

Bob Bee provided a copy of the final statement from Congress '91 to the Board. Concerns were raised about the organization of the statement and the amount shown to be contributed by the CSLA.

Paterson will arrange to meet with Bee and representatives from the original organizing committee to resolve the details of the statement and resolution of the financial situation with the OALA.

#### 6.0. NEW BUSINESS

##### 6.1. Appointment of Liability Insurance Broker

Taylor presented the proposals from Marsh McLennan and Dale. He noted that current policies are written until September of next year.

It was agreed that EXCOM would analyze the proposals along with comments from members of the Board and bring recommendations back to the Board in March.

##### 6.2. Samuel Proposal

A research proposal relative to establish the value-added benefits of landscape development were discussed. It was noted that the ASLA and the UDI is doing a similar study.

It was agreed that the CSLA didn't have a research budget for the coming year. It was recommended for Samuel to try CMHC, LACF, OALA, UDI, or the Landscape Trades.

### 6.3. Service Award

It was agreed that Paterson would get a price for a pin based on the Ginkgo leaf and that EXCOM would develop criteria for presentation to the Board at the next meeting.

### 6.4. Operation Procedures Manual

Taylor reported that the full manual had been scanned and is available for updating.

It was agreed that the work would be divided into sections and that EXCOM would begin work for presentation at the next meeting.

### 7.0. 1992 CSLA Budget

Larry Paterson presented the draft budget as developed by EXCOM. It was agreed that the budget should be balanced for the coming year, that we budget a minimum of 50% of revenue on member services, and that a 5% reserve be retained. Doug Clark suggested that we deal with member services first followed by BOG and Administration expenses. The budget is to be based on an anticipated disposable income (after reserve) of approximately \$127,000. Board and Admin budgets were set at \$60,400 with the balance for services.

#### MOTION 10.91.08

Moved by Barron, seconded by Patterson that the revised scholarship budget be transferred to LACF.

Carried unanimously.

#### MOTION 10.91.09

Moved by Patterson, seconded by Barron that final adjustments be made by EXCOM and the treasurer for formal adoption at the March BOG meeting.

Carried Unanimously.

### 8.0. Other Business

#### 8.1. Congress '92

#### MOTION 10.91.10

Moved by Barron, seconded Paterson that the '92 Congress organizing committee be commended on their excellent work in preparation for next year's meeting.

Carried Unanimously.

8.2. Membership Categories

Doug Clark requested that the issue of membership categories be included on the March agenda.

8.3 Next Meeting Date

It was agreed that the next meeting of the Board of Governors will be March 13 & 14, 1992, to be held in conjunction with the AAPQ annual meeting. (note change)

9.0. ADJOURNMENT

President MacLeod thanked Alf Simon for his service on the Board and adjourned the meeting at 3:34 PM.

cc. Board of Governors  
Component Association Offices

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