

First Draft for Review

csla BOG Edmonton, 9.25,26.92

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

Minutes of the Board of Governors' meeting held in Edmonton on Friday and Saturday, September 25 and 26, 1992.

Present:	Doug Clark	President
	Jim Melvin	President Elect
	Larry Paterson	Treasurer
	Bernie Amell	AALA
	Lynn Duranceau	AAPQ
	Jim Sackville	APALA
	Jane Durante	BCSLA
	Rob Norman	OALA
	Don Ruggles	SALA
	Ken Rech	MALA
	John Laird	NWTALA
	James Taylor	Executive Director and Recording Secretary

President Clark called the meeting to order at 9:10 AM and reviewed the schedule for the two day meeting.

ACTION



1.0. ADOPTION OF THE PROPOSED AGENDA

MOTION 9.92.01

Moved by Durante, seconded by Melvin that the Agenda be adopted as amended.

Carried unanimously.

2.0. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

MOTION 9.92.02

Moved by Paterson, seconded by Ruggles that the minutes of the Halifax meeting be adopted.

Carried unanimously.

3. REPORTS

3.1. President's Report (verbal)

The President reported on his activities since the Saskatoon meeting. He attended the Federation of Municipalities, CIP, and Washington IFLA meetings. He reported on the summer EXCOM meeting held in Guelph. He was active with committee liaison work. Clark noted that the three major issues facing the BOG was replacement of the Executive Director, determining the CSLA's role in IFLA, and profile and membership services.

3.2. President-Elect Report (written)

3.3. Treasurer's Report (written)

ACTION



Paterson reported on the financial status of the Society and noted that there were a total of 982 members in good standing at this time. However, he anticipated that this would increase as all dues are paid by the components.

3.4. Executive Director's Report (verbal)

The Executive Director activities included hosting EXCOM in Guelph and holding a reception for area members; liaison with External Affairs Committee, the Governor General's office on the Rose Garden Competition, Peace Park Program, IFLA, the Group for Design in Business, Congress '93 Organizing Committee, and P.R.Post and the OALA study; Bulletin production and sponsorship; meeting with JILA in Japan; and coordination of the Secretariat.

Taylor noted that he was officially tending his resignation as Executive Director at the end of his term on December 31, 1992. He advised that he could not longer devote the necessary time that the this expanding job required. He added that he would work with EXCOM on the terms of potential assistance during the transition period. He noted that he had explored some alternative models for the administration of the CSLA and that they would be discussed later in the agenda.

3.5. Component Association Reports (see written reports)

4.0. COMMITTEE AND TASK FORCE REPORTS

4.1 Media Task Force

Clark advised that the CSLA had a media kit, that he had developed a contact list of media reps, and that he had requested 200 work articles covering local news to be submitted several times a year for publication.

4.2 Brochure Task Force

Paterson presented a mock-up of the final brochure. Comments were provided by members of the Board.

MOTION 9.92.03

Moved by Durante, seconded by Ruggles that the BOG support the brochure concept as presented to be developed in the two official languages within the context of approved budgets with a production run of 5,000.

PATERSON

Carried unanimously.

4.3 LAR Editorial Board

Durante reported on the Board meeting. She noted that the possibility of publishing a journal issue had been requested by academics and others. It was noted that the University of Guelph might start a journal if LAR does not serve this need. Jane advised that she would have a full report and recommendations for the next meeting.

DURANTE

4.4 Awards

The 1992 Awards brochure was circulated and the Board was advised that it would be mailed within the next two weeks. Cost sharing among provinces sending a joint jury member was discussed. It was agreed that members of the Board would coordinate jury member selection.

**ALL
BOG**

ACTION



4.5 Community Service

Duranceau advised that she would continue with this portfolio and that a community service program would form part of the 1993 Congress.

4.6 Service Awards

Paterson presented a concept for a lapel pin that could be used as a service award.

MOTION 9.92.04

Moved by Durante, seconded by Durante that the CSLA lapel pin be produced as proposed by Paterson in red.

Defeated, 2-8.

MOTION 9.92.05

PATERSON

Moved by Rech, seconded by Amell that the CSLA lapel pin be produced in gold.

Carried unanimously.

4.7 Education Committee (written reports from Simon and Melvin)

Discussion centred on Melvin's proposal to upgrade the CSLA student award to "silver medal" status.

MOTION 9.92.06

**MELVIN
AMELL**

Moved by Melvin, seconded by Norman that the CSLA establish a silver metal student award at Canadian schools of landscape architecture and that Amell develop a design and Melvin establish the feasibility of implementation.

Carried unanimously.

4.8 Accreditation Committee (written report)

Rech reported that Guelph and Manitoba had requested visits for next year. He noted that visiting evaluators were needed (3 each) from B.C., Manitoba, Quebec, and the Atlantic Provinces.

4.9 Continuing Education (written report)

SACKVILLE

Sackville lead a discussion on the role of the CSLA and continuing education. It was agreed that the CSLA should monitor the situation and communicate availability to the members. In addition, the Continuing Education Committee should promote sessions at each annual congress.

4.10 Issues (written report)

Norman presented various approaches and noted that we could adopt policies as developed by others. The matter was deferred to tomorrow.

4.11 IFLA

Clark and Taylor provided an overview of the situation over the summer (see extensive documentation as provided). It was noted that Peter Jacobs, CSLA IFLA delegate had been asked to serve on a three person task force to decentralize IFLA. Also, the CSLA has been officially invited to join the Alliance which includes member nations that have withdrawn. The Alliance plans to meet in Montreal during

our next Congress.

MOTION 9.92.07

MOVED by Melvin, seconded by Norman that the BOG support Peter Jacob's effort in developing a plan to reorganize IFLA and support expenses up to \$4000 which would be considered a loan to IFLA.

Carried, 6 for with 2 abstentions.

MOTION 9.92.08

Moved by Norman, seconded by Duranceau that the CSLA remain neutral in regard to membership in both the Alliance and IFLA until the reorganization plan is completed in late May 1993.

Carried, 7 for, 1 abstention.

ACTION



**JACOBS
CLARK**

4.12 East West-North South Programs

Taylor presented a request from Walter Kehm of \$1000 to support a Columbian magazine on landscape architecture. Paterson advised that \$500 was sent as the request of Past President MacLeod in May. It was agreed that Taylor would advise Kehm and Clark could inform the President of IFLA of our continued international work.

**TAYLOR
CLARK**

4.13 ASLA/CSLA Joint Committee

A letter from Roger Martin was read indicating his favourable impressions of our Congress in May. The Board was advised that the next meeting would be in Washington in November where a range of issues will be discussed.

4.14 External Affairs

Taylor reported on the June meeting (EXCOM and Brad Johnson) and presented a brief strategy involving networking with six or more key organizations. The Board was advised that the committee budget would be used to fund research in establishing key organizations, priorities and identification of appropriate CSLA to assist in providing a proactive liaison function.

**TAYLOR
JOHNSON**

4.15 College of Fellows

MOTION 9.92.09

Moved by Ruggles, seconded by Durante that the CSLA approve in principle the changes proposed by the College of Fellows in their by-laws and operating procedures.

Carried unanimously.

Taylor is to forward any old files or records on the College to Gunter Schoch.

TAYLOR

4.16 LARE and Reciprocity

Durante reported that reciprocity with other states through LARE examination and CLARB is not as direct as first appeared. Many jurisdictions have their own sections. She advised that she would continue to monitor the situation.

ACTION
↓
PATERSON

4.17 By-Laws

Paterson advised that all changes were made but without a quorum at the annual meeting, they could not be adopted. It was agreed that they would be sent out with the election package by mail.

4.18 Nominations (written report)

Clark reported that this was in progress and that candidates for President-Elect will be considered from the west for the coming year.

4.19 Congress '92 (written report)

Ruggles reported that while the Congress was a great success, it lost approximately \$4200. Therefore the projected loss to the CSLA will be \$2100.

4.20 Congress '93

DURANCEAU

Duranceau reported on planning activities and indicated that a package will be going out in mid-November. She noted that assistance would be provided for students and that over 60 speaker abstracts had been received thus far. Pre-conference workshops would be held on Monday through Wednesday. The Congress will be May 12-15, 1993, in Montreal. Taylor requested a Congress graphic to be included in the next Bulletin.

The meeting was adjourned to the next day.

5. BUSINESS ARISING AND NEW BUSINESS

5.1 Three Year Plan

President Clark reviewed the key elements of the plan and indicated that it would only work if the Board took ownership of theme areas. He advised that it was his recommendation that President-Elect Melvin take on the development of an Action Plan for implementation of the Three Year Plan.

MELVIN

Melvin suggested that we develop focus areas (Clark proposed Goal #1). It was agreed that Melvin would prepare an Action Plan for consideration at the next meeting in January and with the help of the Board identify individuals that would coordinate the key programs.

5.2 Executive Director/ Secretariat Position

The various options for the secretariat were discussed including maintaining the existing model, joining with an allied association, and using a professional service. It was noted that although the OALA has a permanent organization it may not have the personal at this time to do the job. Amell noted that the service used in Alberta went bankrupt. Also, working with allied organizations such as CIP or OALA could lead to conflicts of interests.

MOTION 9.92.10

EXCOM

Moved by Ruggles, seconded by Durante that the CSLA advertise within it membership for a new executive director to replace Jim Taylor, and that this be done within the next two weeks. The job description would be developed by EXCOM.

Carried unanimously.

5.3 Lists/Mailings/Office Procedures

Clark presented an overview of current practice. See agenda item 5.20 for action.

5.4 Past President's Role

Clark discussed the potential roles for the Past President including nominations.

ACTION



5.5 Marie de Billiancourt

Clark noted that mail (primarily IFLA) was going to Marie and that she had been helpful. He advised that he had sent her flowers in appreciation.

5.6 Arthur Erickson Garden

Durante updated the Board and circulated a letter of response to MacLeod's letter supporting preservation of the house and garden.

5.7 Rose Garden Competition

Taylor advised that the competition had been well received and over 80 applications had been received to date. He circulated the competition package.

5.8 Peace Garden Project

The project was reviewed. It was noted that all Peace Parks would be dedicated in early October and the CSLA had been recognized as a sponsor.

5.9 Budgeting Process, 1993

Paterson advised that the budget for 1993 would be struck at the January BOG meeting and that there would be no dues increase for '93. He recommended that we keep our ratio at 45% for administration and 55% for programs and membership services. EXCOM will draft a preliminary budget at their next meeting.

EXCOM

5.10 Policy and Procedures Manual

President Clark reviewed progress in the rewrite of the manual and reviewed responsibilities.

5.11 Archives

Taylor reported that Professor Milliken at the University of Guelph will continue to coordinate the Awards archives.

5.12 Project Reporting

Rech provided the Board with copies of the form for project reporting and illustrated an example of its application.

5.13 Congress 2000

President Clark reminded the Board that site selection had been short listed to Toronto, Montreal, and Vancouver. Toronto had been visited with Melvin in attendance. Montreal will likely be next and Duranceau should represent the CSLA. Our Vancouver representative will be Durante.

DURANCEAU
DURANTE

5.14 Future Congress Venue Sites

President Clark outlined future potential site for the CSLA Congress following '93. A preliminary list was as follows: 94-Victoria, 95-Winnipeg, 96-Atlantic, Alberta, or Winnipeg with the Winter Cities Conference, 97-potential of a joint congress with CIP in Charlottetown, 98-Ontario, 99-?, and 2000-joint congress with ASLA. Board members were asked to think about potential sites, seasonal scheduling, and cost sharing policy.

ALL
BOG

ACTION



MOTION 9.92.11

Moved by Durante, seconded by Rech that Victoria be endorsed as the site of the 1994 CSLA Congress.

DURANTE

Carried unanimously.

5.15 Congress Policy

**BOG
ALL**

Rech reported on his work to develop a working manual and check list for future congress organizers. He ask that member of the Board send past records, programs, etc. to assist his efforts.

5.16 Member/Non-member Survey

**BOG
ALL**

President Clark reported on his work. He noted that he had ask for a list of 5 non-members from each component (some of which he had received).

5.17 Membership Standards (written report)

RUGGLES

President Clark presented his analysis of membership categories and fees. It was agreed that this was an important function and Don Ruggles agreed to assume this task.

5.18 Honourary Membership

MOTION 9.92.12

TAYLOR

Moved by Durante, seconded by Duranceau that Roger Martin, FASLA, be nominated as an Honourary Member of the CSLA, pending preparation of supporting documentation.

Carried unanimously.

5.19 Membership Lists

(see 5.20 for action)

5.20 Members Handbook

MOTION 9.92.13

TAYLOR

Moved by Melvin, seconded by Norman that the roster, the by-laws, and other lists be developed by the Secretariat and one copy be make available to each component association.

Carried unanimously.

5.21 Newfoundland Association

President Clark reported on a meeting held with this new group by John MacLeod. He advised that the NALA group felt that they could not be well served by APALA because of their remote location. Sackville noted that they were aware of the issue and there was a split in the group as to the desirability of forming a new association in the Maritimes and that APALA will address the problem.

MOTION 9.92.14

CLARK

Moved by Durante, seconded by Rech that the President write the new NALA to invite them to join the CSLA as a component association.

Carried unanimously.

ACTION



5.22 Liability Insurance

Taylor reported that Board liability insurance was in place and that through a sponsored mailing, Marsh McLennan has circulated information to the membership of the general program.

5.23 International R.O.W. Association Presentation

President Clark discussed the merits of this group and advised that they would make a presentation to BOG at the May meeting in Montreal.

5.24 Landscape Canada

Taylor reported that contact would be made with the trades through the new External Affairs Program.

TAYLOR

6. OTHER NEW BUSINESS

6.1 CELA

President Clark asked Taylor to review the mandate of the Council of Educators in Landscape Architecture. He advised that the current president (Stoltz) and future president (Nelischer) are Canadians.

6.2 Design Strategy Forum

Taylor and Clark advised that this federal program was inactive due to a freeze on federal spending. There have been spin-offs, however. The awards program by the "Design in Business" group will be circulated to the membership for potential entries.

TAYLOR

6.3 Employment Service

After discussion, this item was referred to EXCOM for further study.

EXCOM

6.4 LACF

Taylor reported that LACF was receiving grant applications for the first time this year to support projects in research, communications or scholarship. The date has been extended to October 15 for submissions. The Grants Committee will make awards later in the Fall.

6.5 Associate Status

President Clark reported that there is a motion on the books (1985-86) supporting exploring an associate member category in the CSLA. Melvin advised that there had been opposition to this concept in Ontario. Amell suggested that the Quayle study had identified a number of non-traditional career landscape architects that can not become a full member of a component association. This matter will be referred to EXCOM.

EXCOM

6.6 Nitobe Garden

Taylor advised that he had been approached by the president of the Japanese Institute of Landscape Architects with a concern about improvements proposed to the Nitobe Garden at UBC. Durante reviewed the situation and it was agreed that Patrick Mooney would draft a letter that the executive director could use as a response to alleviate their concerns.

DURANTE
TAYLOR

ACTION



6.7 Policies and Issues (untabled from the previous day)

MOTION 9.92.15

Moved by Norman, seconded by Amell that the format for policies as presented by Norman be approved.

Carried unanimously.

MOTION 9.92.16

TAYLOR

Moved by Rech, seconded by Norman that the policy statement regarding Lythrum be adopted by the Society.

Carried unanimously.

6.8 Membership Certificates

MOTION 9.92.17

TAYLOR

Motion by Durante, seconded Norman that the Secretariat reprint membership certificates and that Amell examine alternative stock that would be more environmentally friendly.

Carried unanimously.

6.9 Oakville Waterfront

NORMAN

Norman reported on a new initiative to be undertaken by the City of Oakville. It was agreed that he would fax the media reps on the potential role for CSLA members to enter a competition.

6.10 Component Newsletters

**BOG
ALL**

President Clark ask each component rep to the Board to bring a copy for each member of BOG (12) as a matter of policy in the future, and to send copies to other media reps.

6.11 Extent of Agenda

Melvin expressed a concern that the agenda was too long and that there was insufficient time to deal with specific issues in depth. Clark responded that he was trying to clear the decks of old unresolved issues that the next meeting could be more focused.

6.12 O&P Handbooks

TAYLOR

The executive director was asked to send O&P Handbooks to APALA and to NWTALA.

7.0 NEXT MEETING DATE

The next meeting of the Board of Governors will be on January 29, 30, 1993, to be held at the Ft. Garry Hotel in Winnipeg.

**BOG
ALL
RECH**

8.0. ADJOURNMENT

MOTION 9.92.18

Motion by Durante, seconded by Rech that the meeting be adjourned. President Clark thanked the Board and adjourned the meeting at 4:00 PM.