

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

MINUTES OF A MEETING OF THE BOARD OF GOVERNORS held in Winnipeg, Manitoba on Friday,  
January 29, 1993 and Saturday, January 30, 1993 at the Westin Hotel.

Present:	Doug Clark	President
	Jim Melvin	President Elect
	Larry Paterson	Treasurer
	Don Barron	AALA
	Lynn Duranceau	AAPQ
	Jane Durante	BCSLA
	Rob Norman	OALA
	Ken Rech	MALA
	Don Ruggles	SALA
	Jim Sackville	APALA
	James Taylor	Executive Director
Guests:	Faye Langmaid	(11:35 a.m.-12:03 p.m.)
In Attendance:	Valerie Webster	Recording Secretary
Absent by Arrangement:	Margaret Ferguson John MacLeod	NWTALA Past President

President Clark called the meeting to order at 9:08 a.m. and reviewed the schedule for the two-day meeting.

**ACTION**

1.0 ADOPTION OF THE PROPOSED AGENDA

**MOTION 1.93.1**

Following the addition of a number of items under New Business, it was moved by Mr. Barron, seconded by Mr. Ruggles that the Agenda be adopted as amended.

**CARRIED**

2.0 MINUTES OF PREVIOUS MEETING

**MOTION 1.93.2**

Following a brief discussion of the minutes and corrections to Sections 3.4, 4.1, 4.12 and 5.23, it was moved by Mr. Norman and seconded by Mr. Melvin that the minutes of the Board of Governors meeting held September 25 and 26 in Edmonton, Alberta be adopted.

**CARRIED**

3.0 REPORTS

**3.1 President's Report (written)**

Mr. Clark noted especially the four areas of activity since the last meeting plus the section of his report referring to the criteria for selection of a new Executive Director, which will be covered in more detail later in the meetings.

**3.2 President-Elect's Report (written)**

Mr. Melvin deferred several items in his report to more appropriate places in the agenda and reported briefly on his activities since the last meeting.

**3.3 Treasurer's Financial Report (written)**

Mr. Paterson reviewed several items in his report and noted especially the deficit of \$3,140.25 for the year which would be revised to a net of income over expenses following the receipt of several cheques and disbursements for other expenses.

ACTION

TAYLOR/PATERSON

### 3.4 Executive Director's Report (written)

Mr. Taylor noted especially that annual reports were due shortly, that he was currently developing inventories of files and office systems to facilitate a smooth transition to the next Executive Director and that the Handbook was in process of being reviewed.

### 3.5 Component Association Reports

#### (a) BCSLA (written)

Ms. Durante briefly reviewed her report.

#### (b) AALA

Mr. Barron reported on a project undertaken by the AALA for the "promotion of the profession" and its success.

#### (c) NWTALA (written)

Ms. Ferguson's report was reviewed by the President.

#### (d) SALA

Mr. Ruggles reported on the general lack of activity of the component association since Congress '92. He suggested that much of this can be attributed to the poor economic situation in Saskatchewan.

#### (e) MALA (written)

Mr. Rech reviewed his report and commented in particular about the increased association between the MALA and the University in the area of continuing education.

#### (f) OALA (written)

Mr. Norman reviewed his report and noted especially the election of a new President, the public relations focus taken by the Association and the appointment of a task force to review implementation of the LARE exam.

BOG

As a result of this report, it was suggested that the various component associations should share information about marketing programs they have undertaken and that the subject should be brought to the next BOG meeting, time and interest permitting.

#### (g) AAPQ (written)

DURANCEAU

Ms. Duranceau reviewed her report and noted that she was awaiting the final document for strategic planning, which should be available at the May meeting.

#### (h) APALA (written)

Mr. Sackville reviewed his report.

## 4.0 COMMITTEE AND TASK FORCE REPORTS

### MEDIA/PROFILE/AWARDS

#### 4.1 Media Task Force (Public Relations Committee)

CLARK/BOG

Mr. Clark reported that a request for information about the kind of marketing being done by media reps in component associations had been met with varying responses. He further advised that the task force required a new Chairperson to carry on with the work.

#### 4.2 Brochure Task Force (deferred to item 5.16)

#### 4.3 LAR Editorial Board (written)

Ms. Durante reviewed her written report and noted in particular that it had been difficult to have the Board meet because of the distances involved, which had led to a recommendation that members of the editorial board should be located in Southern Ontario. She also noted their recommendations for the renegotiation of a contract for Nick van Vliet, for a higher-

**ACTION**

quality magazine, for editorial practices and for advertising. The report ended with the resignation of the existing editorial board.

**MOTION 1.93.3**

**CLARK**

It was moved by Mr. Norman and seconded by Mr. Sackville that the resignation of the members of the IAR Editorial Board be accepted and that the thanks of the BOG be passed on to the members by the President.

**CARRIED**

**MOTION 1.93.4**

**TAYLOR/NORMAN**

It was further moved by Mr. Ruggles, seconded by Mr. Norman that Mr. Taylor investigate the status of the existing contract with Nick Van Vliet and the date at which it comes for renewal.

**CARRIED**

**TAYLOR**

It was agreed that Ms. Durante, Mr. Norman and Mr. Taylor be authorized to approach the people recommended as new members of the Editorial Board and that the Board be directed to put forward a 5-year plan, as suggested.

It was also agreed that, as proposed, \$2,000 for 2 meetings of the Editorial Board be considered in the budget.

4.4 Awards (deferred until 11:30 a.m.)

4.5 Community Service

**DURANCEAU**

Ms. Duranceau reported that she was still compiling a bank of projects for community service, that the ASLA had still to respond to her request for information and that she would be contacting other organizations (possibly European) to enquire into their programs.

4.6 Service Awards (written)

(a) Lapel Pin/Medallions (written)

**PATERSON**

Mr. Barron noted that the cost of the lapel pins will be an item for discussion in the budget process and that the design of the medallion was still to be decided and could be incorporated into the discussion about the CSLA Silver Medal (item 4.16).

(b) President's Award

It was noted that four awards had been presented during the past year. Mr. Barron went on to recommend that the President's Award be awarded annually. In addition he proposed that an "Outstanding Member Award" be presented annually to the person selected by each Chapter as recipient of the award, that Board of Governor's certificates be awarded as a thank you to those serving on the Board, and that the CSLA membership (lapel) pins be given to all members by the CSLA.

During discussion, it was suggested that the plaques presented as the President's Award should be changed to a medal similar to the Silver medals contemplated in later discussions (item 4.16). Further discussion regarding the President's Award was postponed to the next day's meeting.

**MOTION 1.93.5**

**BARRON**

It was moved by Mr. Barron, seconded by Ms. Durante that the BOG support the award of Outstanding Member Awards to one person from each component association and that the committee report back on the criteria for the award and the implementation date.

**CARRIED**

**MOTION 1.93.6**

**PATERSON**

It was moved by Mr. Rech, seconded by Mr. Barron that the award of Board of Governors Certificates be adopted as policy.

**CARRIED**

**ACTION**  
BARRON

The President noted that it was suggested at the last Excom meeting that the Fellows Medallions require redesign for appropriate ribbon attachment; Mr. Barron was requested to investigate this issue.

**4.7 Rose Garden Competition (written)**

Mr. Taylor referred to his report on the competition and noted in addition that there had been some controversy over the project in that Heritage groups expressed their desire that the grounds not be changed.

**MOTION 1.93.7**

It was moved by Mr. Ruggles, seconded by Ms. Durante that an attempt be made to exhibit the entries for the Rose Garden Competition at the upcoming Congress '93.

**CARRIED**

**4.8 Peace Garden Project (written)**

The President distributed a report and briefly reviewed its contents. It was noted that John McLeod in particular should be thanked and that he should be encouraged to forward an article and photos to LAR or the Bulletin.

**4.9 Landscape Canada**

The Executive Director noted that this issue ties in with item 6.26 and the liaison with CNTA.

**MOTION 1.93.8**

It was moved by Mr. Melvin, seconded by Mr. Barron that Bob Chan be appointed as the liaison with CNTA.

**CARRIED**

**4.10 Project Report/Action/Process**

Mr. Rech noted that reports from the NWT documenting events and project were included in the meeting material and Board members were requested to take them back to their own Board for information. Board members were also requested to bring significant project information to each Board meeting and circulate it through their media reps and component newsletters.

**4.11 Newsletters**

The President requested that Board members bring copies of their component association's newsletters to each meeting for information.

The meeting broke at 11:15 a.m. and reconvened at 11:25 a.m.

**EDUCATION**

**4.12 Education Committee**

Mr. Rech advised that there had been no meeting but he hoped to report at the May meeting.

**4.13 Accreditation Report (written)**

Board members were referred to the report from Prof. Charlie Thomsen and noted that the University of Guelph declined CSLA accreditation and that the University of Manitoba has requested that accreditation be deferred until the fall of the year. It was noted that the ASLA and CSLA are pursuing a reciprocal relationship with regard to accreditation and that the President and Mr. Rech will provide a recommendation accordingly.

**4.14 Continuing Education (written)**

Mr. Sackville reviewed his report and noted that it may now be time to adopt a policy for providing opportunities for continuing education at all Congresses. It was further noted that there is presently underway an attempt to open the lines of communication with the ASLA regarding continuing education (Mr. Dennis Law).

ADAMSON  
MELVIN/DURANTE

**MOTION 1.93.9**

It was moved by Mr. Melvin, seconded by Ms. Durante that the CSLA undertake the responsibility for providing continuing education programs at all Congresses.

**CARRIED**

SACKVILLE

Mr. Sackville was requested to pursue investigation in what programs universities offer which would be suitable as continuing education courses for members.

**4.4 Awards**

(Ms. Langmaid entered the meeting at 11:35 a.m.)

Ms. Langmaid reported on the projects and recommendations for budgets for the awards program. She advised that 59 submission had been received for 1992. She passed on the committee's recommendations as follows: a budget of \$8,850 was requested for 1993; the program should remain in Winnipeg, where the University of Manitoba is prepared to take on the program; help is required for reviewing material received back from French translation; and the fee for extra regional certificates should be reduced to \$15.00 and for national certificates should be increased to \$25 - 30.

PATERSON

**MOTION 1.93.10**

Following discussion, it was moved by Ms. Durante, seconded by Mr. Norman that the fee for national certificates be increased to \$30.00 and the fee for regional certificates be maintained at \$20.00 with the quality of paper and design of the certificate to be upgraded immediately.

LANGMAID

**CARRIED**

Ms. Langmaid indicated that she is prepared to continue working with the awards program.

**APPLAUSE**

Discussion ensued about the availability of the projects for display at various component association meetings.

(Ms. Langmaid left the meeting at 12:03 p.m.)

The meeting adjourned for lunch at 12:05 and reconvened at 12:15

**4.15 Issues (written)**

Mr. Norman advised that no new policies had been proposed other than the Wetlands Policy (as distributed), which will be reviewed later in the meeting after all Board members have had a chance to review it.

**4.16 CSLA Silver Medal (written)**

Mr. Melvin reviewed his report and also distributed a proposed medal design which could be used for the Student Silver Medal and also any other medal (like the President's Award) by simply changing the wording on the back. It was agreed that the medal be used for the Silver Students Medal and considered as a gold President's Medal.

MELVIN

**MOTION 1.93.11**

It was noted that there may be some contractual obligations for the CSLA to continue this year to present monetary awards to students, and it was therefore moved by Mr. Ruggles, seconded by Mr. Barron that Mr. Melvin investigate the CSLA's current obligations with the Universities.

MELVIN/TAYLOR

**CARRIED**

**MOTION 1.93.12**

It was further moved by Ms. Durante and seconded by Mr. Ruggles that Mr. Melvin continue to pursue the wording, cost and design of certificates and medals for presentation this year.

MELVIN

**CARRIED**

It was further suggested that thought be given to pursuing sponsorship for the medal program from the universities.

#### 4.17 Scholarships (written)

##### (a) Internal

CLARK

Mr. Clark referred to the letter received from Mr. Lloyd Isaak requesting information concerning CSLA scholarships programs (of which there are none) and it was agreed that Mr. Isaak should be so advised.

PATERSON

(b) Mr. Clark referred to the letter received from Dieter Gruenwoldt regarding the implementation of a scholarship program for First Nations students in landscape architecture. It was noted that this issue had come up in discussion some time ago, at which time it was determined that First Nations Students had funds available to them through the Department of Indian Affairs. Mr. Paterson agreed to find the earlier discussion on this issue and report back at the next meeting. A reply would then be drafted by Mr. Paterson and forwarded to Mr. Gruenwoldt.

#### EXTERNAL AFFAIRS

#### 4.18 National Design Alliance (written)

BOG

The President referred BOG members to the written material and advised that discussions with the Design Alliance were ongoing; he further noted that there are a number of meetings being held across Canada in February: Board members were expected to represent the CSLA at the meetings held in or near their locale.

#### 4.19 IFLA/Alliance

Board members were referred to the letter and supporting documentation from Peter Jacobs. It was noted in particular that the focus of the initiative to reorganize IFLA is to decentralize, with a headquarters and regional headquarters to be supported by member fees and with all programs to be self-financing. The meeting was advised that the report had received a lukewarm reception at ASLA. It was noted that the CSLA dues to IFLA would be about \$22,200 under the new proposal.

Concern was expressed that dues would support the administration rather than programs and it was suggested that the CSLA may be better off supporting international programs on its own rather than through IFLA. It was agreed that further discussion would be held on the preference between IFLA and the Alliance at the next day's meeting.

#### 4.20 East-West/North-South Programmes

Mr. Taylor referred to a letter received from Mr. Chanasyk, requesting the CSLA's support for a visit by a delegation from Ukraine; the cost of the project is about \$6,000, with \$500 already being obtained from another source.

It was agreed that this program may fit into the East-West program and should be considered during the budget discussion. It was further noted that no formal request had been made by Mr. Chanasyk to the OALA.

#### 4.21 ASLA/CSLA Liaison Joint Committee

TAYLOR

Mr. Taylor advised that ASLA/CSLA Liaison had been discussed in some detail at the last ASLA meeting and that every effort should be made to continue discussions. It was suggested that discussions could also be opening with the Mexican and British counterparts. Mr. Taylor indicated his interest in continuing on this committee.

#### 4.22 NAFTA

TAYLOR/DURANCEAU

Mr. Taylor advised that the ASLA will be needing to reestablish communications with the new U.S. trade negotiator. He further advised that he will maintain communications with the ASLA. It was suggested that this effort could be included in the ASLA/CSLA Liaison Joint Committee effort, as could the discussions for reciprocity in accreditation and continuing education. It was also suggested that the Mexicans should be formally invited to Congress '93.

ACTION

4.23 External Affairs (written)

TAYLOR/JOHNSON

Mr. Taylor reviewed his report and noted that the goal of the program is to raise the profile of landscape architecture amongst allied interest groups. The strategy was reviewed and it was noted that the proposed budget of \$2500 (\$500 to each of five targeted areas) will be forwarded to the budget discussion.

It was suggested that members could be polled to determine their areas of interest and/or activity and that they could be requested to participate and report to the BOG on the CSLA's behalf.

4.24 International Job Exchange

The President reported that the CSLA is receiving more enquiries from people overseas about exchange programs in which they might participate and, at present, the association has no mechanism to deal with such requests.

EXECUTIVE DIRECTOR/  
BOG

It was recommended that the information should be passed on to component associations for publication to their members and for whatever further action they might be able to take and that the enquirer be so notified.

4.25 CMHC Response

Mr. Taylor advised that the CMHC response had been included in the meeting material for information purposes.

4.15 Issues (Cont'd)

MOTION 1.93.13

It was moved by Mr. Norman, seconded by Ms. Durante that the CSLA Wetlands Policy be adopted as presented.

CARRIED

ANNUAL MEETINGS

4.26 Annual Meetings

(a) Congress '92 (Saskatoon) (written)

Mr. Ruggles briefly reviewed his report.

(b) Congress '93 (Montreal)

Ms. Duranceau reported that everything was on track for the upcoming Congress and that sponsorships were now being received. She went on to advise that the Awards presentation was being planned in an Old Montreal location and that they were working on getting media attention for the event. It was noted that the Board of Governors meeting is being held on Wednesday and that the annual meeting was traditionally held on Saturday morning. Rooms were required for several meetings being held during the Congress; requests for rooms were to be passed on to Ms. Duranceau as soon as possible.

CLARK

(c) Congress '94 (Victoria) (written)

Ms. Durante reviewed the detailed report.

(d) Congress '95 (Winnipeg) (written)

Mr. Rech reviewed his report and noted that the September date was a major departure from the norm but was recommended so that the Congress could tie in with the IDA Conference being held in Winnipeg. It was further noted that the MALA was not interested in cost-sharing the event with the CSLA but only required a loan.

MOTION 1.93.14

In view of the fact that the proposed September date for Congress '95 falls within the time period stipulated in the By-laws, it was moved by Mr. Barron, seconded by Mr. Norman that Congress '95 be held September 16 - 19, 1995.

CARRIED

(e) Congress '96

Mr. Norman advised that the OALA had suggested Ottawa as a location and he would report further at the May BOG meeting.

(f) Congress '97

Mr. Sackville advised that the Congress would be a joint venture between APALA and CIP, with locations narrowed to either Charlottetown or St. John's, Newfoundland.

(g) Congress '98 and (h) Congress '99

It was agreed that locations for these Congresses should be decided after the location for Congress 2000 has been decided.

(i) Congress '2000

The President advised that the choices for Congress 2000 had been narrowed to one of Montreal, Toronto or Vancouver, and that the selection process was underway. A final decision would be made at the ASLA Executive Meeting in Santa Fe in April. He explained that each of the three cities would have bid books prepared and, in addition, should put forward a list of chapter resources and a 5-minute video or slide presentation of the city.

#### 4.27 Congress Policy

Mr. Rech advised that he had been attempting to put together Congress planning policies for reference. All Board members were requested to forward appropriate information to Mr. Rech.

#### COMMITTEES

#### 4.28 College of Fellows

Mr. Rech distributed a report from Gunter Schoch and reviewed it briefly.

#### 4.29 College of Fellows: Nominations/Bd.

#### MOTION 1.93.15

It was moved by Ms. Duranceau, seconded by Ms. Durante that Vincent Asselin, David Wagner and Cecilia Paine be nominated to the College of Fellows.

#### CARRIED

#### 4.30 Reciprocity CLARB and LARE (written)

Ms. Durante requested that the meeting material be read for and discussed at the next day's meeting.

#### 4.31 President-Elect Nominations

Mr. Clark advised that Don Barron and Ted McLachlan had accepted nominations as President-Elect and that one further candidate had still to be contacted for acceptance. The procedure for election would be put in place.

(The President left the meeting at 2:20 p.m. and the President-Elect assumed the chair.)

#### 4.32 Landscape Foundation (written)

Mr. Taylor reviewed his report and noted in particular that two proposals for funding had been approved: \$1,500 for one concerning children and environmental education and \$1,000 for one concerning assistance to educators and novice teachers.

He further advised that the Foundation has been named in the will of Frances Blue and appears to be a recipient of a proportion of her estate, which will be settled in the future. It was further suggested that a portion of the Perron bequest should go to the Foundation shortly.



**ACTION**

**4.33 Archives**

Mr. Taylor advised that the archives were ready to receive the next batch of material from the awards program. Discussion took place concerning the costs of archiving.

**MEMBERSHIP/ORGANIZATIONAL ISSUES**

**4.34 Membership Standards/Categories Recommendations**

(Mr. Clark re-entered the meeting at 2:35 p.m.)

Mr. Ruggles reported that, across all component associations, there is a total of 29 different categories of membership and there is great inconsistency in areas of terminology, educational requirements, etc. He recommended that four categories be used for CSLA purposes - Member, Affiliate, Associate and Student - and that any others such as donor or honorary be left up to each component association. A question was raised as to whether the CSLA rather than the component associations should be the examining body so as to provide uniform skills and knowledge across the country.

It was noted that part of the original intent of this study was to identify other categories of membership to expand the CSLA membership beyond membership through a component association.

RUGGLES

It was recommended that Mr. Ruggles prepare a paper for the next BOG meeting, which paper should address the issues and questions raised and be ready for endorsement and forwarding to the component associations.

**4.35 Honorary Membership**

**MOTION 1.93.16**

CLARK/TAYLOR/  
RSON

Following the recommendation of the Excom, it was moved by Mr. Norman, seconded by Ms. Durante that Roger Martin and Pleasance Crawford be given Honorary Life Memberships in the CSLA.

**CARRIED**

(The President re-assumed the chair at 2:55 p.m.)

**4.36 Membership Lists**

Mr. Taylor distributed the working draft for the membership lists and noted that the new list will include phone and fax numbers.

**4.37 Members Handbook**

PATERSON/TAYLOR

Mr. Taylor advised that the Members Handbook will include the By-laws, committees, fellows, past presidents and other pertinent material.

**4.38 Newfoundland Association**

This item was deferred for discussion until the next day's meeting (item 5.13)

**4.39 Liability Insurance**

**MOTION 1.93.17**

It was moved by Mr. Melvin, seconded by Mr. Ruggles that the Liability Insurance be renewed when it becomes due.

**CARRIED**

**4.40 Louis Perron Estate**

Mr. Taylor advised that the principle amount in the estate is \$137,109.50.

ACTION

4.41 Life Member

MOTION 1.93.18

TAYLOR/PATERSON

It was moved by Ms. Duranceau, seconded by Mr. Norman that Georges Deaudelin be granted Life Membership.

CARRIED

4.42 GST on Membership Dues

A question had been raised as to whether the CSLA should be charging and remitting GST on membership dues. It was pointed out that, as a non-profit association, the CSLA was not obligated to collect the GST on dues. The Executive Director was requesting to review the current position and status to ensure that the association is still in compliance with GST regulations.

PATERSON

The meeting adjourned at 3:00 p.m. until the next day.

Following the adjournment, presentations for information were heard from Steve Demmings of Rail West Equities, Jim Paterson regarding the Winnipeg riverwalk park, Mike Allen regarding the First Canadian Urban Forest Conference and Deb McTaggart and Bernie McMullen on the Interational Right of Way Association.

The meeting reconvened at 8:47 a.m. on January 30, 1993.

5. Business Arising and New Business

A. Future Organization Priorities and Projects of CSLA

5.1 Executive Director/Treasurer/Secretariat

The Chairman advised that the selection for the new Executive Director/Treasurer had been narrowed to two candidates: Larry Paterson and Jeannie Bates and that there were further questions to be put to each of the candidates during the course of the day; further discussion was therefore deferred until later in the day.

5.2 Budgeting Process 1992 and 1993 (written)

Mr. Paterson reviewed the proposed budget and noted that with the changes requested at the previous day's meeting, expenses exceeded income in a significant amount. Mr. Paterson and Mr. Melvin proceeded to lead a detailed discussion on the Member Services Budget. During discussion, the following recommendations were made with regard to the budget items and expenses:

EXCOM

- the IFLA budget will be set at 0, as any decisions or grants to IFLA would not take place until 1994;
- the \$3500 designated for East-West programs may be applied to the Victor Chernasyk request, but only after the issue is referred to the Excom and they have received more details on the program;

(Ms. Duranceau left the meeting at 9:30 a.m.)

(The President left the meeting at 10:03 a.m. and the President-Elect assumed the chair)

TAYLOR

- the \$500 allocation to the Fellows should be maintained for 1993 but they should be advised that they must become self-sustaining in future;

TAYLOR

- the Editorial Board budget is to be set at \$1,000 rather than the requested \$2,000, as the initial agreement with Nick Van Vliet was that he would cover 1/2 of the expenses. Mr. Van Vliet is to be written and advised of the decision;

CLARK

- the President is to advise the Urban Forest Conference that, due to budget constraints, their request for a contribution has been denied; however, the CSLA is prepared to provide a mailing list of CSLA members at no charge (usual charge is \$1,000) plus the support of two of their speakers who are landscape architects. He is to further advise that the CSLA is interested in exploring the possibility of a closer liaison and would like to receive any subsequent requests for funding farther in advance of the event.

(Ms. Duranceau re-entered the meeting at 10:25 a.m)

**ACTION**

Discussion concerning the request for funding of the Winnipeg Riverwalk project ensued, and while it was agreed that the project was an excellent one, it was a regional project; support for it would lead to further requests for support for regional projects. It was also noted that the MALA appeared to have funds available for the project, which the CSLA does not.

**MOTION 1.93.20**

As the discussion continued, it was moved by Mr. Rech and seconded by Mr. Sackville that the CSLA support the MALA for the Winnipeg Riverwalk project in the amount of \$500.00.

For 0 Against 9 **MOTION DEFEATED**

**CLARK**

It was then recommended that the President forward a letter to the MALA, advising that the BOG supports the MALA riverwalk project as an excellent undertaking and the CSLA will give every effort to support the project in kind.

**MOTION 1.93.19**

**EXCOM**

It was moved by Ms. Durante, seconded by Mr. Ruggles, that the Member Services Budget, as revised, in the amount of \$61,600 be approved and, further, that the Board of Governors and Administration Budgets be referred to the Executive Committee.

**CARRIED**

The meeting broke at 10:45 a.m. and reconvened at 10:50 a.m.

**5.3 Three-Year Plan (written)**

**BOG**

Mr. Melvin reviewed in detail his report on the Three-Year Plan update. During the discussion on the membership of the Board of Governors, it was agreed that each member of the BOG should confer with their component associations regarding the recommendation that their representative need not be their past president but rather someone with association experience and who would be interested in serving a two-year term and report back at the next meeting.

**TAYLOR**

Mr. Taylor noted that 1000 copies of the IFLA Yearbook were being shipped to his office. It was agreed that they should be forwarded to members at a cost of approximately \$1000.00 and should, if possible, be included in another mass mailing.

(The President re-entered the meeting at 11:04 p.m.)

(Mr. Rech left the meeting at 11:12 a.m.)

(The President left the meeting at 11:13 a.m.)

A discussion concerning community service recognition took place, which led to agreement that the CSLA and component association should be more visible in issues of environmental concerns.

(The President re-entered the meeting at 11:15 a.m.)

(Mr. Rech re-entered the meeting at 11:18 a.m.)

(Ms. Durante left the meeting at 11:20 a.m.)

**MELVIN**

It was agreed that the update on the three-year plan should again be published to the membership. Mr. Melvin agreed to make appropriate changes as per the discussion prior to submitting the report for the annual report.

**5.4 List of Committee/Office Procedure/Mailing**

(Mr. Paterson left the meeting at 11:26 a.m.)

Committee Chairs were agreed as follows:

Education:	Alf Simon
Congress '93:	Pierre Valiquette
'94:	Joe Daly
Foundation:	Jim Taylor/new Director
Congress 2000:	Doug Clark
Scholarships	Jim Melvin

ACTYON

College of Fellows: Ron Williams  
Accreditation: Charlie Thomsen  
Continuing Education: Jim Sackville

(Ms. Durante re-entered the meeting at 11:30 a.m.)

Community Service: Lynne Duranceau  
Media Access: President/component associations/Exec. Director  
Awards: Faye Langmaid  
IFLA: Peter Jacobs  
CSLA/ASLA Joint Committee: Jim Taylor  
International Initiatives: John MacLeod  
Editorial Board: to be appointed  
Bulletin/Annual Report: Administrative - Exec. Director

(Mr. Paterson re-entered the meeting at 11:32 a.m.)

Issues: Rob Norman  
External Affairs: Brad Johnson  
Archives: Jack Milliken  
Brochure: Larry Paterson  
Awards/Medallions: Don Barron  
Congress Policy: Ken Rech  
Membership Task Force: Don Ruggles  
By-Law Review: Larry Paterson  
Fundraising: Exec. Director  
Policy & Procedure Review/Update: Exec. Director

Mr. Clark re-assumed the Chair at 11:50 a.m.

5.5 Bulletin

Mr. Taylor indicated that he is prepared to produce the Bulletin for one additional year.

5.6 By-Laws

Mr. Paterson advised that changes proposed to the By-Laws in November 1991 had still to be ratified by the membership. He proposed several changes to By-law 8 and Section 5 to refine the By-laws to normalize them according to operations. It was agreed that the updates and changes will be mailed to the membership in an upcoming mailing.

MOTION 1.93.21

It was moved by Mr. Barron, seconded by Mr. Norman that the By-Laws be amended as presented.

CARRIED

5.7 Policy and Procedure

Mr. Clark advised that the revision of the Policy and Procedures manual will await the appointment of the new Executive Director.

5.8 Board Representation: CSLA

Mr. Clark reiterated the issue of the length of term served on the Board of Governors (which was earlier covered in the Three-Year Plan discussion) and the importance of having only those on the Board who wish to be part of the BOG rather than those who must serve because of their position as Past-President on their component association Board. Board members were urged to discuss the issue with their respective associations.

TAYLOR

PATERSON

PATERSON

BOG

MOTION

5.9 Committee Structure/Membership

RUGGLES

It was noted that Mr. Ruggles will be reporting back on his investigation into membership issues for the CSLA. It was noted that it would require a change in the By-Laws to provide for membership in the CSLA of "non-Members" (i.e. Associates/Affiliates) as passed by the Board in 1985.

MOTION 1.93.22

PATERSON

It was moved by Ms. Durante, seconded by Mr. Ruggles that the appropriate section of the By-laws be amended to read that membership shall include "other categories as may be determined from time to time by the Board of Governors."

CARRIED

5.10 Fundraising & CSLA

PATERSON

It was agreed that a Fundraising Committee is required and that the Executive Director should be responsible for the committee.

5.12 LARE (written)

BOG

Ms. Durante reviewed in detail the LARE, the process contained in it and the merits of the exam. Board members were encouraged to take the report back to their respective associations for information and report back at the next Board meeting in May.

5.13 NALA (written)

Mr. Sackville provided background information on the NALA and its relationship to APALA.

(Mr. Norman left the meeting at 12:39 p.m.)

It was noted that the NALA is serious in their request to be a component association of CSLA. It was noted that should NALA proceed to become a member, there will be implications for APALA in terms of their name.

(Mr. Norman re-entered the meeting at 12:42 p.m.)

MOTION 1.93.23

It was moved by Mr. Ruggles, seconded by Mr. Sackville that the President write to the NALA to acknowledge their interest in membership in the CSLA and advising them of the process which must be followed to attain membership.

CARRIED

CLARK/SCHOCH

The President also agreed to approach Gunter Schoch to determine if he could assist NALA in preparing and upgrading their by-laws to make them consistent with other component organizations'.

5.14 External Affairs

BOG

Mr. Taylor distributed the list of national associations which may be targeted by the committee as organizations with which to be identified. Board members were asked to enquire of their component associations if there are other organizations which should be considered for inclusion and consideration.

(Mr. Melvin left the meeting at 12:52 p.m.)

5.15 IFLA - Response to P. Jacobs

TAYLOR

It was agreed that Mr. Jacobs be advised that there is concern on the part of the BOG that member dues are to be used on administrative programs rather than member programs.

(Mr. Melvin re-entered the meeting at 12:57 p.m.)

DURANCEAU/CLARK

It was noted that the BOG needs to meet with the Alliance and IFLA at the upcoming Congress.

**ACTION**

**5.17 President's Awards Nominations**

Board members were requested to provide their nominations to Mr. Barron for discussion later in the meeting.

**5.18 ICOMOS**

A letter had been received from Cecilia Paine, requesting that she continue as the CSLA representative on ICOMOS and also requesting a budget of \$350 - 500. It was agreed that the request be referred to the Excom and the External Affairs Committee for immediate response.

EXCOM/PATERSON/  
PATERSON

**5.16 Brochure**

Mr. Paterson presented the sample brochure and noted that it would be ready in approximately 10 weeks' time, provided the outstanding information is received within the next few weeks. It was noted that a request to purchase the brochure had been received from one university. It was agreed that the final copy will be forwarded to BOG members prior to printing.

PATERSON/BOG

The meeting adjourned for lunch at 1:20 p.m. and reconvened at 2:50 p.m.

**5.17 President's Awards Nominations (cont'd)**

The President received the nominations for the President's award.

**5.1 Executive Director (cont'd)**

(Mr. Paterson left the meeting at 2:52 p.m.)

The President discussed in detail the proposals received from the two candidates and the responses received to questions not covered in their proposals. A lengthy discussion concerning the relative merits of both candidates ensued.

**MOTION 1.93.24**

It was moved by Mr. Rech, seconded by Mr. Norman that Larry Paterson be appointed to the position of Executive Director/Treasurer/Secretary.

**CARRIED UNANIMOUSLY**

**OTHER/NEW BUSINESS/CORRESPONDENCE**

BOG

6.1 - 6.21 deferred for review. Board members were asked to contact the President if any further information was required.

**6.22 Urban Growth and the Environment**

Ms. Duranceau reported on the Urban Growth and the Environment congress in Hong Kong. A request had come from Peter Jacobs that the CSLA negotiate with the organizing committee to include the CSLA on the letter as a sponsoring organization.

MELVIN

Mr. Melvin was directed to handle the request.

**6.23 Component Association Fees Outline**

BOG

Ms. Duranceau passed on a request from the AAPQ for all component associations to forward outlines of their professional fees for information.

(Mr. Paterson re-entered the meeting at 3:45 p.m. and received the congratulations of the Board members on his appointment as Executive Director.)

**6.24 Foreign Subscriptions - LAR**

PATERSON/MACLEOD

The Board was advised that there are presently people in Brazil, Columbia, Ukraine, Georgia, Russia and Venezuela receiving subscriptions to the LAR at a cost of \$40.00 U.S. per person, equaling \$520.00 CD annually. It was suggested that continuing subscriptions could be part of the International Initiatives Budget, as discussed. In addition, Mr. MacLeod is to be contacted on the appropriateness of names and addresses prior to renewal.

**ACTION**

**MOTION 1.93.25**

It was moved by Mr. Barron, seconded by Ms. Durante that the initiative of foreign subscriptions be supported by the BOG.

**CARRIED**

**6.25 Future Meeting Dates (written)**

Mr. Melvin reviewed his memo outlining the future meeting dates and noted that a BOG meeting was required following the AGM in Montreal; it was set for Sunday, May 16.

**6.26 CNTA**

This item was covered under previous discussion and will be followed up by Mr. Taylor.

**6.27 Representative to Landscape Trades**

This item was covered under previous discussion.

**6.28 IFLA Yearbook Distribution**

This item was covered under previous discussion.

**6.29 Marketing/Sharing of Information**

**CLARK**

Mr. Norman advised that the OALA has prepared a 3-year marketing plan and he will distribute copies amongst Board members.

**6.30 Frances Blue**

This item was covered under previous discussion.

**6.31 Peter Jacobs - IFLA brochures**

Brochures for the IFLA congress were distributed to Board members.

**6.32 Transition**

**TAYLOR/PATERSON**

Mr. Taylor advised that he will be in Calgary in the near future and will begin the transitional work with Mr. Peterson.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 3:55 p.m.