

**CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS
L'ASSOCIATION DES ARCHITECTES PAYSAGISTES DU CANADA
BOARD OF GOVERNORS MEETING - HALIFAX, NOVA SCOTIA
SEPTEMBER 23,24 1994**

ATTENDED BY: Don Barron, President, Ken Hoyle, President-Elect; Dan Glenn, APALA; Lynn Duranceau, AAPQ; Ann Milosoroff, OALA; Jim Paterson, MALA; David Powell, SALA; Norm Yatabe, AALA; Dave Mitchell, BCSLA; Philip Hicks NALA (late AM 23rd)
Larry Paterson, Executive Director.

REGRETS: NWTALA

DRAFT MINUTES OF THE MEETING

Please review these minutes and notify the Executive Director of any changes.

Introductions and Announcements:

Meeting began 0900

President Barron welcomed everyone to the meeting noting that this a new year and a new presidency with four new members on the Board - Ken Hoyle, David Powell, Norm Yatabe, and Ann Milosoroff. Don indicated that he is looking forward to working with everyone and that the upcoming year will be a challenge. Don thanked Jim Melvin for the great work he undertook as President and for the innovation both he and his predecessor Doug Clark had displayed in the operation of the Society.

1. MINUTES OF MEETINGS:

1.1 Minutes of Victoria BOG Meeting:

Issues - continued discussion of fees to \$110.00, AAPQ indicated that at their annual meeting the annual increase was rejected. AAPQ will need to take money from their own budget to pay the increase. It was noted that this is also similar situation for other components.

Other issues include oral history project, Congresses, IFLA and the Alliance, accreditation, education and reciprocity and so on.

**Motion 94.3.01 Moved D. Mitchell, 2nd J. Paterson that the minutes be adopted.
Carried.**

1.2. Minutes of 94 Annual Meeting - Victoria

President Barron briefly reviewed the minutes of the meeting.

1.3. Minutes of Executive Committee meeting - Toronto

President Barron briefly reviewed the minutes of the meeting.

Issues of concern - Congress 2000, notification of meetings and distribution of minutes of minutes - it was noted that dates of future meetings would be established at this meeting.

2. EXECUTIVE REPORTS:

2.1 President Baron:

President Barron reviewed the contents of his report noting the issues that have occurred since the Victoria Meeting particularly the IFLA situation and the developments within the meeting he and Melvin had attended in Tokyo and the role that CSLA undertook. He further commented on the issues of finances and reciprocity. He also noted that it is important for each BOG representative report back to their members what has happened at the meeting and to present their members with written reports of what has happened. It was suggested that the President should submit a report for the components to publish in their newsletters so that the members hear directly from the CSLA. This will be taken into advisement and perhaps a President's greeting will be prepared. However it was noted that this is a function of the Bulletin. He also noted that it is his intention to try and get to talk to each component association at their meeting. Don will attend the ASLA meeting in San Antonio and participate in discussions related to Alliance, accreditation, reciprocity, Congress 2000 and other areas of interest.

2.2 President-Elect Hoyle:

President-Elect Hoyle reviewed the contents of his report noting that his primary focus to date has been the issue of reciprocity. This will be discussed later in the meeting.

2.3 Executive Director's report

Executive Director's report was reviewed noting the events of the Mexico IFLA meeting and the operation of the office of the CSLA. He also referred everyone to the detailed summary of income and expense in the binder noting that the society is in a difficult financial position and in desperate need of the balance of 1994 dues.

President Barron reviewed the Executive Director position noting that it needs to be renewed for 1 year until the end of 1995.

Motion 94-03-02: Moved D. Mitchell that the Executive Director position be extended one year. 2nd I. Duranceau. Carried unanimously.

3. BOARD MEMBER REPORTS

Beginning with the APALA, each Board member reviewed the status of developments that have occurred within their components since the Victoria meeting. Written reports by component members were handed out at the meeting and added to the binders.

Issues:

APALA It was noted that the component addresses should be provided in a roster of component associations. Members are having difficulty with competition from government who now have a brochure displaying member projects.

AAPQ Difficulty in raising CSLA dues, have an 80% payment of members to date. Are continuing to pursue the issue of the name act, awards and the promotion of events to raise the profile of landscape architecture in the province. A conference on land planning is being undertaken in 1995 in association with the planners. LARE is being considered. Urban Planners in Quebec number about 1000 members - President Barron to discuss with AAPQ re CSLA/AAPQ position re the urban planners.

OALA Design Exchange officially opening a great success, a high profile entity. OALA is about to open a week long exhibit focused on Landscape Architecture Nov.30 - Dec. 10/94. The interactive computer program and other visual examples will be displayed as well as talks and walks. Council has approved \$500.00 for oral history project for 94 and \$500.00 for 95. LARE exam is adopted. Internet is being pursued to take over LA File and Techospec. Bulletin Board service getting mixed reviews. Developing new awards program including categories for exceptional volunteers, members of the community, NGO's and commercial groups who give special recognition to landscape architecture and awareness in environmental design. Focus is environmental awareness and increase in the profile of landscape architecture.

MALA Membership remains relatively stable, still awaiting response to name act submission, community project is proceeding very well and should be finished in the near future due to a great volunteer effort by MALA members, roast of the "Rats" is being planned BOG reps invited to participate - notify Jim of comments etc. MALA has established a trust account for historical research in Landscape Architecture in Gunter Schoch's name.

SALA Best wishes from Don Ruggles, encouraged by new members moving through the ranks, everything is stable, SALA still retains some investment from Congress for a student awards for Sask. students. Initiatives include promotion of the profession, name act - wish to contact other components to share information AALA contact Marie Kipen, OALA - Ken Hoyle, MALA - Gunter Schoch has govt. discussion paper that presents many of the issues.

AALA Best wishes from Peter Wiseman, student and associate members are being pursued and encouraged. NAIT (Northern Alberta Institute of Technologists) have approached AALA for accreditation based on the thrust by Alberta Engineering technologists who are seeking registration. Suggest CSLA consider accrediting technical programs. Norm Yatabe made presentation to city of Calgary for CSLA award granted for urban parks project. AALA AGM was held on an antique train - a short business meeting covering 150 kms of Alberta prairie. Strategic plan has been adopted and was provided to the BOG members - goal is complete the plan in manageable chunks. AB. Govt. has approached AALA regarding the potential to provide "free" services to communities - this has raised some concern within the assoc. and will discuss with govt. reps in the near future. Exploring potential of shared speakers and perhaps potential of sharing in Alcan series of BC.

BCSLA The exam process has turned out to be good for membership even though it has taken a significant amount of time to carry out. The LARE process is viewed as being more fair than previous exams. BC members have an excellent percentage record of passing the exam - far better than many USA counterparts. Name act has ensured that membership pays dues - BCSLA publishes list to members who are not in good standing and notifies communities. There are also significant penalties for reinstatement. The issue of senior membership and reciprocity is continuing - intent is to have a localized seniors exam process to facilitate senior members. Upcoming issue is the congress deficit and need for bank loans to complete the year. Reviewing potential to change name act into practice act.

NWTLA members referred to written report in the binder.

4. CONGRESS REPORTS:

4.1 Congress debts:

It was noted that the last four congresses have lost money and the total is approaching \$75,000.00. Meetings have been undertaken to try and determine a course of action to resolve the debt issue and solicit funds in fund raising programs that will target \$200,000. as a goal. Reviewed status of debts of various congresses noting that CSLA will not renege on its responsibilities as a partner in the congresses and will work with the components to help resolve any outstanding issues.

It appears that the expense of travel and accommodations has had an impact on congress attendance and there appears to be a problem of apathy at the local level in that members who are nearby have not attended their own congress.

Motion: 94-03-03 that the CSLA establish a task force to review the concept of congresses and build upon the excellent work of Rob Norman and the BCSLA Conference proceedings manual and make recommendations regarding the role and activities that CSLA should undertake.

4.2 Congress 95:

Presentation by MALA elaborated on the information contained in the September 1994 issue of the MALA News. Jim noted that the IDA conference is anticipating that about 450 participants and it is hoped many of these will also support the 95 Congress. Student Design Competition to be held - seeking CSLA endorsement.

Motion: 94-03-04: Moved Norm Yatabe, 2nd David Powell: That the CSLA endorse the student award program proposed by MALA for Congress 1995 and that support be provided in terms of advertising and promotion, judging and recognition of award winners. Carried Unanimously

Funds for continuing education, MALA asked to put together a program and advise

Funds for continuing education clarified and noted that the chair of the education committee (Alf Simon) should invoice the society for the funding available to manage the committee.

4.3 Future Congress Locations:

1995 - Winnipeg

1996 - no conference

1997 - spring AALA - Edmonton, (must be within 18 months of Congress 95)

1998 - fall possible tie to NCC 100th birthday 1999?

1999 - above or miss

2000 - Montreal

Motion 94-03-05: Moved J. Paterson, 2nd Lynn Durnaceau that the next official congress of the CSLA be in the spring of 1997 at western location to be determined. Carried.

4.4 Congress 2000

It was noted that the ASLA wishes to establish a formal relationship with the CSLA for undertaking the conference.

Areas of responsibility, program, lines of communication, sale of items, profit sharing, liability, how to count members, special needs of three groups, joint meetings, CSLA and ASLA members equal for rates, etc.

Don Barron to meet with ASLA executive and establish the basis of negotiation with the ASLA to ensure Canadian content and a secure Canadian position with respect to sharing of conference income and responsibilities. Need to ensure a trans border theme.

Motion: 94-03-06: Moved J. Paterson, 2nd Ann Milosoroff that the Organizational structure of Congress 2000 - be a CSLA - AAPQ co-chair. Carried.

5.0 COMMITTEE AND TASK FORCE REPORTS

5.1 Professional Liability Insurance presentation

Jette James of Marsh and McLennan Ltd. was present at the meeting and made a presentation regarding a program of professional liability insurance that they have been responsible for and the endorsement there on that CSLA has sanctioned.

A handout of information was provided that summarized the information provided. Currently there are 83 member firms that have coverage. Rate history shows that the current rate is substantially less than the one at the beginning of the program. The CSLA current rate of 1.12 compares with engineers in the order of +/-3.00. When a loss ratio is around 60% the insurance industry reevaluates the fee structure. Over the years there have been about 20 claims/losses. Examples fall into three categories including property damage, bodily injury, and financial loss. Within the group of "83" clients there are design build firms as well as landscape architects. Most significant claims to date have been related more to design. One firm has had three claims against them. Current program deductible does not apply to legal costs which immediately kick in. Discussion on whether issue of competency should be referred to CSLA or component assoc. for evaluation. Issue of competency versus negligence is reviewed. Concern is that the association should know if its members are incompetent and if they should be responded to within the capacity of the association. It was noted that this is not an insurance concern and that those members who do not belong to the program need also to be addressed. There is an issue of confidentiality that needs to be addressed.

Jette offered to prepare an article on insurance for the newsletter. Statute of liability does not apply to children therefore if a child is injured on a playground at age 1 they could still seek restitution up to age 18. CSLA could explore the potential to provide a standard contract agreement for its members.

Marsh and McLennan is prepared to provide an on going support of various CSLA member programs appropriate to their level of involvement. Examples include writing articles, attending conferences, supporting bulletin etc. They would also consider putting on loss avoidance seminars at component meetings.

Encon is not a true insurance co. but a management co. that pulls together a group of insurance companies. Encon are wholly owned subsidiary of Marsh and McLennan. If members want to refer their existing policies to Jette she will review and provide a comparison to the Marsh McLennan coverage.

Motion 94-03-07: Moved David Mitchell, 2nd Norm Yatabe that the endorsement of the Marsh and McLennan insurance agreement be renewed for a further three year period until September 1998. Carried unanimously.

Motion 94-03-08: Moved David Powell, 2nd Norm Yatabe that the CSLA accept the Marsh and McLennan recommendation rather than re-marketing at this time. Carried

5.2 Newfoundland Association of Landscape Architects

There are five people who are the full members of the NALA and are the only practising landscape architects. Bylaws have been adopted and are now in place. The organization was set up for geographical reasons, and over the years the need for a local organization has grown in order to solve its own affairs. Concern was expressed over the possible need for APALA to change its name and that it be able to continue to represent its mandate.

Motion 94-03-09: Moved Dan Glenn, 2nd David Mitchell: that the CSLA accept the application of the Newfoundland Association of Landscape Architects to become a component member of the Society effective at this Halifax meeting.

5.3 Oral History Project: members were invited to participate in a little contest to identify pictures of senior practitioners. No one was able to identify all individuals!!

Discussion indicated that there is a significant interest in this study and most components are seeking was to help fund the study.

Suggested committee members: Pleasance Crawford, Marie Claude Robert, Jean Francois Rolland, Alex Rattray, Moura Quayle

Discussion on what the product should be is a "coffee table" type of book that hard cover, volume 1, or good quality soft cover, complete with photos, index, and be able to be sold for a sum to be determined. It was suggested that it be landscape format. Image of the profession needs to be displayed in the book. Perhaps some of the books could be personally signed and sold for more. Discussion ranged from \$20-25.00 value to \$150.00. The editorial committee should direct the content towards the profession and the evolution of the profession and the ideas of the profession over the years. Design of the product is important. It should be produced of environmentally sensitive materials and be affordable. The oral history video is considered secondary to the book. University programs could possibly take on the responsibility of a video. Individual tapes should be made available for sale.

Motion 94-03-10: Moved David Mitchell, 2nd Lynn Duranceau: that the oral history project be produced in the form of a book. Carried.

5.4 Fund Raising Committee:

Motion 94-03-11: Moved D. Mitchell, 2nd Norm Yatabe that the Fund Raising Committee be established under the chairmanship of Don Vaughan. Carried

5.5 Education Committee:

Now under the direction of Alf Simon of Manitoba.

5.6 Marketing Report:

A preliminary copy of the Public Relations Guide report was tabled for comment. Feedback needs to be generated and a written response prepared. Copy to be provided to Doug Clark for review. Copies to be provided to each BOG member and their input requested. A time frame of 2-3 weeks to be given for return of comments.

5.7 Ambassadorial Program:

Pledged continued support of the program. Members of SALA will participate in the program.

5.8 Bulletin:

Should remain regular and be made smaller if needed rather than delete and issue. Agree to proceed with fall 1994 issue. BOG members urged to provide input to Roger Todhunter, Editor. It was noted that the Bulletin is an improvement over what had existed and should proceed to evolve.

5.9 Operations and Procedures Manual

Put over to next meeting.

5.10 Membership

Potential to extend membership to associates of components as CSLA associate members. Each organization would adopt the same type of memberships. As an associate of the component they could also be a associate of the CSLA. "Friends" category could be a consideration. Potential to extend the service to people we want to have in the CSLA should be a main focus rather than the money issue.

Motion 94-03-12: Moved A. Milosoroff, 2nd D. Mitchell: that membership in the CSLA in the associate category be extended to associates in the component associations if those associations so desire. Costs associated with such membership to be established following review by the Executive Committee. Carried.

Executive committee instructed to review ways to achieve the above and to determine if fees should be charged and report back to the Board.

Motion 94-03-13: Moved Phil. Hicks, 2nd David Powell; Whereas there are many individuals and corporations who wish to support the objectives, programs and funding of the CSLA, it is hereby moved that a category of affiliation be established. Carried.

The Executive committee is instructed to review the bylaws of the society and propose appropriate adjustments to accommodate the above.

5.11 Reciprocity:

Responses in the binder referenced, all components urged to respond to questionnaire. Also reviewed the latest release of the S.I.C. (Standard Industrial Classification) release noting that landscape architecture is not well known enough to warrant a separate classification.

The matrix that K. Hoyle put together, (pres-elect report) was reviewed and individual BOG members urged to fill out to establish the various areas of common ground between each group. Need to eventually establish a CSLA policy that outlines a position on reciprocity.

6.0 1995 BUDGET:

Debt servicing is intended as payment of carry over programs such as medals, brochure, etc. A separate debt servicing for congress losses needs to be shown - it was suggested that this amount be the \$20,000.00 raised by the fund raising committee.

Administration budget adjusted to reflect only the running of the association and not include any provision for carry over or special projects.

Motion 94-03-14: Moved David Powell, 2nd Jim Paterson: that the administration component of the 1995 budget be set at \$65,500.00. Carried

The Member service component was presented and debated at length an comments Review of the Bulletin included the potential to seek advertising for the Bulletin to offset costs. Concern was expressed that continuing education have an income component as this is normally a revenue generator.

Motion 94-03-15: Moved Norm Yatabe, 2nd Phil Hicks, that the Member Service component programs of the 1995 budget be approved and that the budget be established at \$87,200.00 with the difference between income and expense balanced one to the other. Carried.

7.0 INTERNATIONAL INITIATIVES

7.1 Brazilian L.A. Visit

Reviewed program and indicated that there can be reciprocal program of visiting Brazil.

7.2 Discussion on Alliance, IFLA and the IFLA western region took place throughout various parts of the meeting as a general exchange of information.

8.0 AWARDS AND SPECIAL RECOGNITION

8.1 Professional Awards

1994 Awards program is now under the chairmanship of Ted McLachlin, MALA and the program of submission is:

Awards due - January 25, 1995

Adjudication - Feb. 2,3,4, 1995.

8.2 10 Year anniversary issue potential of booklet (calender) that the winners of awards over the past ten years be pursued at Executive Committee and committee chair.

8.3 Financing of Jury Members

Potential to use CSLA travel program funds discussed and noted that the potential of this is years away. Suggested that a \$1000.00 member service budget be established for the support of one jury member to attend the Winnipeg adjudication.

Motion 94-03-16 Moved Norm Yatabe, 2nd, Jim Paterson that the CSLA establish a 1995 budget of \$1000.00 to help offset the costs of attendance at the next awards jury. This sum to be available on application to and approval of the Executive Committee. Carried.

8.4 Internal Awards

Includes President's Award for those who have given outstanding service to the society. Components are to submit names of potential recipients to the President for consideration and determination. Potential Candidates to be brought forward at next BOG meeting. To be presented at Congress 95.

8.5 Community Service Awards

Board members urged to bring forward names of potential recipients for consideration at the next meeting. Components decide who the award winners are, BOG ratifies. Award will be presented at Congress 95.

8.6 Special Awards

Names of individuals to be specially recognized to be brought forward at next meeting. Submissions due at next BOG meeting - should have a national implication. Award to be presented at Congress 95.

8.7 College of Fellows Nominations

Ontario to look into nominating Humphrey Carver as a Fellow/ Life Member or some other special recognition. It was discussed that the award needs to be very special ie give some else an award in his name - Ann to bring forward ideas at the next board meeting.

9.0 NEW BUSINESS

9.1 Three Year Plan:

To be prepared by President Elect and tabled at the next BOG meeting for review. This three year plan would begin in 1996.

Discussion was directed at the need to focus on the three year plan for future planning exercises and that regular updates be undertaken.

9.2 Date and Time of upcoming meetings;

Board of Governors:

With Labash in Guelph in Spring 1995. (Feb23-26?)

May/June 1995 Calgary Alberta or region

Congress 95 - September16-19,1995 Winnipeg includes annual meeting

9.3 Magazine proposals from Awards Magazine and Canadian Architect briefly reviewed to notify the BOG that Awards is being offered to the members free of charge and the Arch. mag. is being offered at a 50% discount.

9.4 Perron Estate:

The proposal by Louise Perron to enable both parties to have an earlier access the bequest from her father was reviewed and it was determined that in principle this could a desirable objective and the executive committee should explore a satisfactory way to achieve it. It was suggested that a dollar amount should reflect the present value of the bequest viz a viz the future value at a period some 40 years hence.

Moved adjournment: Norm Yatabe at 5:15 PM.

