



**CSLA/AAPC
BOARD OF DIRECTORS MEETING.**

**Draft Minutes
June 11, 2007**

Ottawa, ON

Present on line:

**Myke Hodgins, President,
Cathy Sears, President-elect,
Fran Pauzé, Executive Director,
Liane McKenna, BCSLA,
Eduardo Villafranca, MALA,
Carol Craig, AALA,**

**Laureen Snook, SALA,
Linda Irvine, OALA,
Robert Murphy, AAPQ,
Peter Briggs, NWTALA,
Rob LeBlanc, APALA**

Regrets: Chris Grosset, NuALA, Gerhard Weiland, NLALA

ACTIONS

1. Excom will develop a Work Plan for Years 1 and 2 (2007 & 2008) indicating commitments and timing of anticipated outcomes as part of the draft Strategic Plan.
2. Pauzé to research funding available for Can. publications.
3. Sears will develop a timeline and will send out the new policy manual.
4. Sears requested feedback on the Manual from Board members by the November meeting in Saskatoon in order that the document can be approved at that meeting.
5. The Board will also approve the process to review policies for Affiliates at that time.
6. The board will submit names of possible candidates for the Accreditation Council to Linda Irvine before June 30. She will be asked to contact John Zuck.
7. Ron Middleton will prepare a description of obligations for Council members.
8. Alan Tate will review the CSLA Awards of Excellence Task Force report and propose changes to the submission requirements and make recommendations to the Board prior to the September meeting.
9. Sears & McKenna will draft a letter to components regarding the Strategic Plan and revenue generation and will propose a meeting with component presidents in November to coincide with Board meeting in Saskatoon.
10. Snook will contact Rob Norman to seek his assistance with communications as per the discussions in Ottawa in May.
11. Hodgins & Robert Murphy will work to develop the CSLA 2008 Congress contract.
12. The Congress organizing committee will identify opportunities to increase revenue and will delegate tasks.
13. Pauzé will forward all Reciprocity letters received to Villafranca.
14. Villafranca will prepare a document and outline the proposed reciprocity agreement.
15. Irvine and Briggs will participate on the reciprocity committee



16. Pauzé will contact Schoch to confirm the Board's support in principle for his recommendation of a new award.
 17. Leblanc will review all CSLA Recognition awards and set out clear criteria for each.
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1. Call to Order

The President, Myke Hodgins called the meeting to order.

2. Approval of Agenda

MOTION 2007-5-1

Moved by Leblanc and seconded by Craig "that the agenda is approved as presented."

Motion carried.

3. Approval of Minutes

MOTION 2007-5-2

Moved by Villafranca and seconded by Sears "that the Minutes of the May 7, 2007 meeting of the CSLA Board of Directors are approved as presented."

Motion carried.

4. Review Action Items from May meeting

Action items were reviewed and those items that were incomplete were carried forward to the next meeting.

5. Consent Agenda

MOTION 2007-5-3

Moved by Villafranca and seconded by Laureen Snook "that the reports included in the Consent Agenda were received by the Board."

Motion carried

6. L-P Contract

The Executive Director outlined the current proposed contract with Naylor Publications for the publication of *Landscapes- Paysages*. She noted that specific changes had been sought including increasing the number of copies available for each issue. Design for the issues is also under discussion and CSLA has requested a re-design of the magazine, to which Naylor has agreed.

Discussion

To address the design concerns, CSLA could consider hiring an independent designer to create guidelines.

The role of the magazine as an outreach tool must be emphasized with Naylor.

The re-design should change the focus to make it more promotional and reflect the level of detail and design work.

CSLA should request that advertiser's information be provided to develop sponsorship requests.

MOTION 2007-5-4

Moved by McKenna and seconded by Robert Murphy "that the CSLA continue negotiations seeking changes and subject to successful conclusion of these negotiations, that the CSLA renew the contract with Naylor for the publication of the magazine *Landscapes- Paysages*."

Motion carried

7. Strategic Plan Review : Revenue Generation

ACTION

Sears & McKenna will draft a letter to the components regarding the Strategic Plan and revenue generation and will propose a meeting with component presidents in November to coincide with the Board meeting in Saskatoon.

8. CSLA Accreditation Policy Development

Linda Irvine has now received documents pertaining to the Council and will proceed to contact proposed candidates to inquire as to their willingness to participate on the Council.



ACTION

Board members are asked to forward names of candidates for the Accreditation Council to Linda Irvine by June 30.

9. Affiliate / Handbook Timeframe

Sears presented a brief report on CSLA policy development and noted that 3 policies were presented in draft. She requested that these be reviewed prior to the September Board meeting with a view to approving them in fall 2007.

Sears left the meeting at 1 PM eastern time.

10. Communications & Growing the Profession

Laureen Snook presented a report on the status of the initiative. She noted that work is ongoing but the committee has proposed changes and additions to the CSLA website.

ACTION

Laureen Snook will contact Rob Norman to seek his assistance with communications as per the discussions in Ottawa in May.

11. Professional Development: Congress

Robert Murphy presented a brief report on plans and scheduling for Congress 2008 in Quebec City. He proposed a two tier approach to fund raising for the Congress: the component would seek sponsors at the local or provincial level and CSLA will seek sponsors for specific elements at the national level.

ACTION

Hodgins & Robert Murphy will work to develop the CSLA 2008 Congress contract. The Congress organizing committee will identify opportunities to increase revenue and will delegate tasks.

Robert Murphy & Linda Irvine left the meeting at 1:30 PM

12. Growing the Profession: Dalhousie update

Leblanc reported that the committee met with the Dean at Dalhousie and is working with APALA to develop materials to support the proposal. CSLA will be asked for input to this proposal.

13. Growing the Profession: Reciprocity

ACTIONS

Fran Pauzé will forward all Reciprocity letters received to Villafranca
Villafranca will prepare a document and outline the proposed reciprocity agreement.
Linda Irvine and Peter Briggs will participate on the reciprocity committee.

14. Other Business

Hodgins reported that Gunter Schoch has proposed the creation of a new CSLA award for extraordinary services to the Society in form of a President's Medal.

As the former "CSLA President's Award of Excellence" has been given another name, he believes the time is right for creating a distinct President's Award that is bestowed only occasionally on meritorious members who have been extremely superb and exceptional in their devotion and dedication to our profession.

MOTION 2007-5-5

Moved by Sears & seconded by Linda Irvine "that the CSLA Board supports in principle the recommendation to create a new Presidents Award and the Recognition Awards Task Force, chaired by Rob Leblanc, will identify the parameters for this and all Recognition Awards."

Motion carried

ACTION

Fran Pauzé will contact Schoch to confirm the Board's support in principle for his recommendation. Leblanc will review all CSLA Recognition Awards and set out clear criteria for each.



Villafranca reported that the University of Manitoba is pursuing the creation of an under graduate program in landscape architecture.

15. Adjournment

MOTION 2007-5-6

Moved by Villafranca “that the June 11, 2007 meeting of the CSLA Board of directors in adjourned.”