



**CSLA/AAPC
BOARD OF DIRECTORS MEETING
DRAFT Minutes**

June 1, 2006

**Rick Moore, President
Sara-Jane Gruetzner, President-elect
Fran Pauzé, CSLA Executive Director
Alex Borowiecka, NWTALA,
Chris Grosset, NuALA
Eduardo Villafranca, MALA**

**Laureen Snook, SALA
Liane McKenna, BCSLA
Cathy Sears, AALA
Rob Leblanc, APALA
Jim Vafiades, OALA,**

Regrets:, de Menezes, AAPQ, Gerhard Weiland, NLALA

1. Call to Order

The President, Rick Moore called the meeting to order and welcomed the new board member from SALA, Laureen Snook.

2. Approval of Agenda

MOTION 2006-3-1

Moved by Gruetzner and seconded by Leblanc “that the agenda be approved as presented.”

Motion carried

3. Approval of Minutes from April 6, 2006 meeting

MOTION 2006-3-2

Moved by McKenna and seconded by Gruetzner “that the minutes of the April 6, 2006 meeting be approved as presented.”

Motion carried

4. Consent Agenda

- a) Presidents report**
- a) Executive Director Report**
- c) Financial report**
- d) Component reports**

The above mentioned reports were received by the Board having been forwarded to them prior to the meeting.

MOTION 2006-3-3

Moved by Villafranca and seconded by Grosset “that the reports were received by the CSLA Board as presented.”

Motion carried

5. Business Arising from Consent Agenda

There was no business arising from the reports.

6. CSLA Strategy for Growth

McKenna provided an update on the status of the survey undertaken by the Mustel Group for CSLA. McKenna noted that the response rate was approximately 53% of members.



A draft report has been received which will be reviewed and revised if necessary. This report will be presented at the Strategic Planning Session scheduled for the Congress on June 15 at 10 AM.

This session will be structured in three segments and will be designed to:

- Increase awareness of the CSLA Strategic Plan
- Provide information resulting from the Strategy for Growth Survey, and
- Seek members input as to how the Strategic Plan can be modified to respond to these results

The session will be facilitated by Gruetzner.

7. Super Saturday Legacy Proposal

Moore presented a proposal submitted by Mark Vaughan on behalf of the organizing committee for Super Saturday, City Building group. The proposal notes that Super Saturday was created to showcase how the three professions (landscape architects, architects and planners) have worked together and to open up opportunities to continue to work together in an integrated manner.

The proposal identifies the following goals:

1. *The legacy program has 3 overriding principles/goals:*
 - a. *Explore and take advantage of interdisciplinary opportunities while still showcasing the unique skill-set that each profession has.*
 - b. *The legacy program is to focus on working in/with cities in developing countries.*
 - c. *The legacy program is designed to promote and create sustainable development and planning.*
2. *The 3 organizations will appoint 3 volunteers each to the City Building Professionals Group Legacy Advisory Board. This board will report back to each of the organizations with a recommendation for the organization's structure, role and responsibility at the nearest board meeting for each organization to September 17th.*
3. *The Legacy program has a finite time of commitment from the 3 organizations. Unless all 3 organizations agree to renew the legacy program after WUF 4, it will be terminated.*
4. *The legacy program is not to cost the 3 professional organizations any money.*
5. *It is at the discretion of each of the organizations as to whether or not a member of the board of directors of that organization needs to sit on the Legacy Advisory Board. It is recommended that someone from each organization reports to the board and gets feedback at each board meeting.*

MOTION 2006-3-4

Moved by Gruetzner and seconded by Villafranca “that the CSLA Board supports the project in principle and agrees to sign the Memorandum of Understanding”

Motion carried

ACTION

Pauzé will contact Mark Vaughan to inform him of the Board's decision, and will advise him that the Board looks forward to receiving more details.

Outcomes of this initiative for CSLA will be discussed at the June 14 meeting in Vancouver.

8. Congress 2006 Update and Awards Notification

McKenna provided an update for Congress 2006. There are currently 320 delegates registered. The detailed program will be finalised on June 2 and will be posted to the Congress website by June 8.

Plans are progressing well and the Congress has excellent keynote speakers and great social events.

Moore advised the Board that he has contacted the proposed recipients for the Lifetime Achievement and President's Award and that both will be present at the banquet. Ron Middleton will receive the Schwabenbauer Award and Cornelia Oberlander, the Lifetime Achievement Award.



In addition, the founders of the Canadian landscape architecture programs will all be honoured with the new Teaching Award.

Pauzé informed the Board that each of the University programs has identified their respective founder and each of these founders, or their families have now been invited to the banquet.

UBC-	John Neill
Manitoba	Alex Rattray
Guelph	Victor Chanysyk
Toronto	Michael Hough
Montreal	Douglas Harper.

9. CSLA Governance & 2007 AGM timing

Sears advised the board that following the January meeting she contacted Wayne Amundsen, the consultant who created the revised Bylaws, for his feedback regarding the timing of the 2007 AGM.

Amundsen has forwarded his report which notes that due to the timing of the Congress in 2007 (Feb. 28 to March 3, 2007) the AGM can not be held at that time as it would be in breach of the new Bylaws which require nine months between AGMs.

He suggested two options for the Board, and following a teleconference meeting, the Governance committee has recommended Option two:

Assuming that an "ownership" meeting is NOT required during Cuba conference

Feb 2007 *Informal Member Meeting* *Havana, Cuba*

- *Agenda for the event determined by the Board.*
- *No notice or other legal requirements.*

Between Mid-March to June 2007 *AGM* *Ottawa, Ontario*

- *Business to be transacted (at a minimum)*
 - *Reporting of results for the election of the President-Elect*
 - *Ratification of the proposed amendments to the Bylaws*
 - *Appointment of auditor*
 - *Presentation of annual audited financial statements*
- *Meeting conducted primarily using proxies with minimal in-person attendance*
- *Quorum of 100 members present in person or by proxy.*
- *Notice to Members – At least 60 days before the meeting.*

The Board will review the proposal and will also discuss further in Vancouver as to how to proceed for the CSLA Awards of Excellence presentation and the Fellows Induction.

10. Congress 2007 Update

Vafiades presented a brief report on Congress 2007:

- The program is being developed
- Promo material and a Power Point presentation will be available in Vancouver
- Early Bird- Pre registration info will be available in Vancouver
- The committee has selected two hotels- one in downtown Havana and one on the ocean
- The committee is considering offering a package including airfare and hotel accommodation

Pauzé further update that the signed contract has been received from the Presidents of CSLA, OALA, and AAPQ. As well the agreement with Pro Reg- to co-ordinate registration has also been signed.

11. Other Business

Vafiades inquired as to the status of the query received from OALA President Irvine regarding the Membership categories. Sears reported that the committee has received a report from Wayne Amundsen and that she will draft a letter to Linda Irvine.



Both of these documents will be circulated to the Board for their comments and the final documents will then be forwarded to Ms Irvine, ideally prior to the CSLA AGM on June 15.

ACTION

Sears and Pauzé will finalise the documents and send out to the Board who are asked to respond by June 8 with and changes or comments.

CSLA Secretary Treasurer

Gruetzner stated Excom is seeking a volunteer for the position of CSLA Secretary Treasurer. She asked that Board members consider this as we will be looking for someone to take the minutes at the June meeting.

CSLA Dues increase

Moore informed the Board that Excom will make a recommendation for a CSLA dues increase at the June 14 meeting.

ACTION

Pauzé will forward the Dues report to the Board prior to the June 14 meeting.

12. Adjournment

MOTION 2006-3-5

Moved by Vafiades “that the June 1, 2006 meeting of the CSLA Board of Directors is adjourned.”