



CSLA/AAPC  
BOARD OF GOVERNORS MEETING

September 8, 2004

MINUTES

**Present:**

Jim Paterson, CSLA President  
Rick Moore, CSLA President -elect  
Fran Pauzé, CSLA Executive Director  
Liane McKenna, BCSLA  
Chantal de Menezes, AAPQ  
Cynthia Cohlmeier, MALA  
Bob Halfyard, NLALA

Richard Wyma, NUALA  
Alexandra Borowiecka, NWTALA  
James Vafiades, OALA  
Cam Patterson, SALA  
John Zuck, APALA

**Regrets:** Cathy Sears, AALA

**Invited Guest:** Colleen Mercer Clarke, Past President

**1. Call to Order; Welcome**

President Paterson welcomed all Board members and called the meeting to order.

**2. Approval of Agenda**

**Motion 2004-5-1**

Moved by Cam Patterson and seconded by Richard Wyma "that the agenda be approved as presented."

Motion carried

**3. Approval of Minutes of Previous Meetings**

**Motion 2004-5-2**

Moved by McKenna and seconded by Cohlmeier, "that the Minutes of the June 14 & 15, 2004 meeting of the CSLA BoG be accepted as presented."

Motion carried

**4. National Recognition Awards**

Mercer Clarke presented a draft proposal for the Boards review. In it she presented several suggestions for the implementation of new CSLA awards designed for both internal and external recognition of members and non members for significant work to landscape architecture:

Should the Board wish to proceed with these awards, a decision is needed as to whether they are to be medals or another form of award.

**ACTION**

The Board will review the proposal and make its recommendation at the November meeting.

**5. WUF Update and Congress 2006**

Mercer Clarke gave background information on the World Urban Forum (WUF) and noted that Cornelia Oberlander will be representing the CSLA at the upcoming WUF in Barcelona. Mercer Clarke said that preliminary discussions had taken place in Vancouver but at this time the Federal Government was not participating actively due to the election and summer break. However, a national secretariat will be established based in Ottawa. Funding for these activities is to be researched.



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Merger Clarke also provided a briefing to the Board on the recent meeting held with CIP to discuss collaboration on the WUF. At that time possible joint education sessions and social activities were considered. She noted that her participation in planning will likely diminish due to geographical constraints and that CSLA must continue to be represented.

McKenna updated the Board on BCSLA activities for WUF in Vancouver. She spoke of the formation of a Vancouver working group which she will chair and said they are in the preliminary stages of planning. Feedback from Cornelia Oberlander will be very useful as they move forward. At the conclusion of her report, Mercer Clarke left the teleconference meeting.

**6. Review of Action Items**

Paterson reviewed the Action items and it was noted that there had been no volunteers to work on the National Masters Specifications. Discussion ensued and Vafiades suggested he recruit from OALA.

**ACTION**

Vafiades will pursue his contacts to inquire as to interest. Should this be unsuccessful, Pauzé will send out a notice to component offices and Presidents to further this item.

**7. President's Report**

Paterson provided an update. He reported that CSLA had again been invited to participate in the ASLA Congress and he had been invited to address the ASLA Board of Trustees at their meeting. He also stated that Excom had discussed pursuing a sponsorship or discount possibilities with McGraw Hill and Landscape Specifier and to this end would endeavour to meet with their representatives while in Salt Lake City.

Paterson noted that there are changes pending at OALA. He invited Jim Vafiades invited to join the committee.

The committee is now composed of McKenna, Patterson, and Vafiades and is chaired by Paterson.

**Discussion**

- It is important that CSLA take a leadership role in National standards and membership
- CSLA can provide guidance regarding ethics and make recommendations concerning membership categories.
- The LARE exam (or portion thereof) has now been approved by MALA.
- Entrance requirements could devolve to the national level and thus permit the components to focus on promoting the profession.

**ACTION**

The committee will submit a report on National standards and membership at the November meeting.

**8. Executive Director's Report**

Pauzé provided a written report outlining some of the recent projects in the office.

The Roster process went extremely well with Naylor as the publisher. There was an error in publishing the Life Members list which was corrected by Naylor with the publication of an Erratum sheet included in each Roster sent to members.

**9. Financial Report**

Pauzé noted that most items in the Year to date statement were in line with the budget.



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The cost of the election exceeded the budget allocation and the participation is very low (approximately 225 votes received each year) therefore Pauzé will research how to streamline the process and therefore decrease the cost and will make a report to the BoG in November.

**10. L-P Contract**

Pauzé met with Robert Thompson of MEDIAEDGE in July to discuss problems with the spring issue. Thompson promised to address these issues immediately and forwarded a letter confirming their proposed actions. In discussing the financial aspects of the contract Thompson proposed that the Awards issue would be published at a cost to CSLA of \$2000, in place of the previous \$4000. per issue. Pauzé stated that should CSLA enter into a new contract we would wish to return to the previous arrangement of no cost to CSLA plus a royalty per issue.

Thompson forwarded a proposed contract for 2005 which did not offer this arrangement but included a continued cost to CSLA. Thus in the recent Excom meeting, Excom proposed that Pauzé begin preliminary conversations with Naylor requesting a proposal from them for L-P.

**ACTION**

Excom will make a recommendation to BoG regarding the L-P contract by October 1. As the first issue for 2005 is due out in January a decision will be needed prior to the November BoG meeting.

**11. Professional Awards Submission Requirements and Awards Presentation**

Moore presented the report received from Arnis Budrevics / Donna Hinde concerning changes to the Awards presentation held annually in Ottawa. Budrevics wishes to form a committee to oversee developing the event to increase attendance, add a Power point presentation, and increase media coverage.

**MOTION 2004-5-3**

**Moved by John Zuck and seconded by Wyma,” that the BoG supports in principle the proposal received from Budrevics / Hinde, and that Richard Moore discuss with Budrevics / Hinde the preparation of a more detailed proposal for the November meeting.”**

**Motion carried**

Paterson presented the 2004 Jurors’ recommendations for changes to the CSLA Awards of Excellence submission requirements and the Chair, Alan Tate’s response. Tate’s responses were considered in the changes

The jury proposed that the format be changes from 11 X1 17 foam core panels to poster size submission:

- *“One **Laminated** Poster Format Display suitable for public display, with a maximum size of 1.2 square metres, or approximately 1000mm X 1200mm. (Approx.: One Oversize AO Sheet) The shape does not need to be a standard form factor, A long thin rectilinear shape will be acceptable.”*

Excom recommend that the changes be considered

**MOTION 2004-5-4**

**Moved by Zuck and seconded by Patterson “that the Board of Governors adopts a policy of revising the submission requirements for the CSLA Awards of Excellence program for 2005 to require a Poster Format Display suitable for public display, with a maximum size of 1.2 square metres, or approximately 1000mm X 1200mm.”**

**Motion carried**



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**12. L-P Editorial Board policy**

Zuck presented a draft revision to the L-P policy. He noted that the revision added clarity to the existing policy by clarifying the Executive Director's role with L-P. As well, there are revisions as to numbers of participants to the Editorial Board and outlined procedures for the how appointment of members to the Editorial Board. Zuck noted several revisions to the document and promised to forward the revised document to Pauzé for circulation to the BoG.

**MOTION 2004-5-5**

**Moved by McKenna and seconded by Cohlmeier, "that the proposed Landscapes-Paysages policy be accepted as revised."**

**Motion carried**

**ACTION**

Pauzé will forward the revised policy to the Editorial Board.

**13. OALA Status re membership**

Vafiades reported to the BoG on recent activities at OALA regarding membership. OALA has engaged a project management team- Prime Time Strategy. They are taking a 5 prong approach to resolving the issue. Information is posted to the OALA website and Vafiades will provide additional information to BoG at the meeting in November.

**14. Urban Agenda**

Paterson briefly reviewed the issue and reported that he has had preliminary discussions with Tate regarding recruiting assistance from students at the U Manitoba for the creation of an advocacy document to promote the Urban Agenda.

**ACTION**

Paterson will submit a detailed report to the BoG at the November meeting.

**15. Privacy Policy**

Paterson presented the revised policy, which had been forwarded to the BoG. This is the policy originally presented by Adrienne Brown with the addition of a Complaint Process.

**MOTION 2004-5-6**

**Moved by McKenna, seconded by Cohlmeier, "that the CSLA Privacy policy is accepted as presented."**

**Motion carried**

**16. Other business**

**Welcome to students**

Moore provided an update on this initiative:

A letter will be drafted and sent to all landscape architecture schools requesting CSLA participation in any activities the schools have scheduled for the beginning of the 2004-2005 school years. As well, Moore noted that a budget of \$200. per school had been identified, and further that he would travel to U of T and U. of Guelph to represent CSLA.

He requested that McKenna represent the CSLA at UBC, Cohlmeier, at U Manitoba, and de Menezes at U Montréal.

McKenna requested that the component boards be advised in order that both organizations are involved.



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**Future Meetings**

The next meeting of the CSLA BoG will be in Regina, Sask. November 19 & 20.

Following that there is a teleconference tentatively scheduled for January 19, 2005 and a BoG meeting in Montreal, approximately March 10 to 12.

**ACTION**

Pauzé will forward meeting and hotel information to BoG for the November meeting.

**17. Adjournment**

There was no further business.

**MOTION 2004-5-7**

Moved by Patterson “that the September, 2004 meeting of the CSLA BoG is adjourned.”