



**CSLA BOARD OF DIRECTORS – MEETING MINUTES**

**Wednesday, June 1, 2011 2-4pm (NL time)**

**1.866.368.6248 & Access Code/PIN is 5271145#**

**Board of Directors**

<u>Attendees</u>	<u>Regrets</u>
Neil Dawe, President, CSLA (ND)	Pawel Gradowski, BCSLA (PG)
Liane McKenna, President Elect, BCSLA (LM)	Julia Schwarz, NLALA (JS)
Linda Irvine, Past President, OALA (LI)	
Cameron DeLong, NuALA (CD)	
Claude Potvin, AAPQ (CP)	
Gordon Smith, APALA (GS)	
Lawrence Stasiuk, OALA (LS)	
Peter Briggs, NWTALA (PB)	
Rob Marchak, AALA (RM)	
Trevor Tumach, SALA (TT)	
Arnis Budrevics, Chair Finance Committee (AB)	
Elizabeth Sharpe, Interim Executive Director (ES)	

**1. Call to Order and Welcome**

- ND called to order

**2. Update Paulette Vinette (Neil Dawe)**

- Discussion RE: Paulette Vinette (PV) and medical issues. ND says Paulette’s professional associates are working with Chris Grosset on Congress, coming along well)
- Elizabeth Sharpe (with firm BPI Consulting, professional associate of Paulette) is on the line. ExCom proposed that she will take over in Paulette's absence.
- GS: wants us to circulate an email saying who should be getting emails that would normally go to Paulette.
- AB: Paulette's email to be diverted to ES.
- ND: Motion 1: That CSLA B.O.D. agrees that PV can take a temporary leave until her medical condition allows her to return full time to work, commencing June 1st.
- ND: says temporary leave of absence will be reviewed quarterly, everyone agrees.
- LS seconds.
- Discussion: no
- All in favor and carried.
- ND: Motion 2: As an interim measure, the B.O.D. approves that Elizabeth Sharpe will be Interim Exec. Director of the CSLA until P.V. returns to her duties as Exec. Director of the CSLA.
- LI: seconds.
- Discussion: no
- All in favor and carried.
- ND: welcomes Elizabeth.

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### **3. Approval of Proposed Agenda**

- ND: asks for motion to approve agenda as distributed (LS approves).
- All in favor/approved

### **4. Review of the Evergreen Action List (February 3, 2011 version)**

- ND: moves onto Greenlist and briefly runs through it.
- AB: talks about the nomination process for the President-Elect... he asks LI to speak to the process.
- LI: says there was an email that went out saying CP was nominated but says other nominations were received.
- Have until May 17<sup>th</sup> to see if anyone else comes up. (ES will go through the emails to confirm no other nominations received)
- ND: thanks Claude for putting his name forward.

### **5. Reciprocity Agreement update (Linda Irvine)**

- LI: thinks there's been comments from all components. Received letter from OALA that indicated # of issues. Says most important issue is that OALA was discussing membership category with BCLA and ALA to harmonize membership category. Linda says she asked Liane to check with BCLA to confirm their position Liane agrees and will get back to the Board on it when she hears about it. These 3 components represent 75% of CSLA membership.
- LM: Government funding to be able to do background work, didn't come through yet waiting on budget announcement.
- LI: Recognition Awards - application for Lifetime Achievement Award, submission for Community Recognition Award, Schwabenbauer Award has been received ... will be sent to her ASAP so she can get back to the Board before the congress. Will use Email approval process.
- CP: Question for Linda on reciprocity re: Government funding and harmonizing category
- LM: opportunities to discuss between 3 organizations, 1 year to 18 months.
- CP: any way to achieve an agreement with what we have? May be dropped. It's been revised a few times and is afraid it may get forgotten again for a long time. Says it's too bad to drop it if there's at least a way to achieve the first step.
- LS: OALA sent letter to Linda, 5 major areas of concern.
- LI: says the issue voiced by OALA could be the "show stopper", asks if there's an intermediate position, is there a transitional position? Is it all or nothing
- LM: President's round table in Iqaluit will discuss reciprocity.
- ND: says this is critical business for CSLA because it's been on the go 12 yrs plus. Says LI has put tremendous amount of work into this is a reciprocity agreement/very important to CSLA

### **6. Strategic Plan update (on-hold)**

- ND: strategic plan update: looking to work on with support from LM.

### **7. Iqaluit Congress Action Plan (Cameron DeLong)**

- CD: Iqaluit Congress Action Plan: 82 registered delegates for congress. Programming is all done and now are just working on details. June 22nd teleconference with CSLA Executive Committee to discuss.

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- CD: To date they are still fundraising. Before 15th of June to see if addition funds can be raised.
- LM: asks Cameron to speak on how he wants the CSLA Board members to support this.
- CD: was nominated to BOD recently and says it's still sort of new and it being helped by Chris Grosset. Says there was a list of companies (potential sponsors) drafted. Is hoping people will take names off list and call people to get more sponsorship. Asks for people with specific contacts to help.
- CD: will follow up with Chris to double check what help might be needed but thinks they have it all in order.
- AB: says perhaps for June 22 meeting Cameron and Chris can do agenda to let people know what they need to do.
- PB: joins call.

## **8. Membership Categories (on-hold)**

- Membership Categories: ND says it's on hold but has been talking to Cathy Sears and Bob Brown about the various categories.

## **9. Advocacy Update (Gordon Smith)**

- GS: talks about PDF he sent out yesterday: CSLA can help to develop common message. Wants to promote profession.
- Says they want to propose a common understanding about the profession. CSLA will work with components to coordinate a strategy. Wants to bring out a message that "We have someone to help you with your seminar". Talks about the Speaker's Bureau, needs a T.O.R. for it.
- Talks about cover letter, says ND should edit how he sees fit... wants it out tomorrow so people can think about it before the President's round table.
- Liane will coordinate round table
- GS will coordinate with Liane re: round table.
- GS: discusses third item on his list: recently had call from Dept of Foreign Affairs who put out a survey a year ago and asked him is he wanted to meet with them. Says we now have a Landscape Architect as a Member of Parliament and maybe we should go knock on that door. Talks flight and accommodation prices \$900 rough amount and says if it's appropriate he wants to move ahead in a month or so.
- ND: says perhaps CP could attend those meetings with GS if all goes ahead.
- ND: asks Arnis if \$900 is available.
- AB: says it would go under "special projects" because it's new and not on budget. Would have to be made into a motion.
- GS: moves for 1000 dollars to do meetings in Ottawa
- ND: seconds
- Discussion: (Arnis) This calendar year so nothing gets carried to next year.
- GS: says whatever is not spent will go back into the pot.
- All in favor/carried (Gordon abstained)
- Gordon: PV contacted Governor General's office to get award, is going to have to think about a way to deal with it now that PV has stepped down and says he's happy to deal with it himself.
- GS: Myself and Elizabeth can probably take that on ourselves.
- ND: thinks GS and CP should go to Gov Gen while in Ottawa.
- GS: says spoke with PG to get link on CSLA website for advocacy. For positive messages to public.

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- GS: Design Exchange, advertise their awards. Request was put to CSLA to help them advertise by putting something in bulletin, website, magazine, etc. in return they'd put our logo, name on their winners cards, website, etc. Wants feedback from Board.
- GS: says OLA got something similar and will be tying in with them as well.
- ND: agrees with GS and LS says it's a good idea.
- GS: will draft email, cc ND and interim Executive Director
- ND: says to copy LM as well as she'll soon be taking over Presidency

#### **10. IFLA Update (Liane McKenna)**

- LM: IFLA update. Background on IFLA delegate selection. Wants to put forward recommendation. Talks about best IFLA candidate.
- Motion: That the CSLA B.O.D. approve Raquel Penalosa as the new IFLA delegate beginning in 2012
- CP: seconds it.
- Discussion: no
- All in favor and carried.
- ND: asks Liane to pass along congrats to Raquel from the B.O.D.

#### **11. Web-site update (Pawel Gradowski)**

- ND: says we'll hold on website update seeing PG isn't on the call today.

#### **12. Social Media/Landscape Passages (Peter Briggs)**

- PB: updates magazine/social media. Talks about lost information and has a ticket in to recover it. Talks about social media. Landscape Passages. Talks about the online magazine starting this summer.
- ND: thinks e-magazine is great.
- PB: talks about Facebook/Twitter, says people should "like"/"follow". Says people who "like" is pretty wide range... says we need to make ourselves relevant and current so people who aren't CSLA get interested.
- PB: asks ND to review and sign revised contract with Nalor

#### **13. Finance update (Arnis Budrevics)**

- AB: finance update. Sent email. Thinks by the end of May we'll be back where we should be. 2011 budget looks healthy. We're on track. Says to note that the numbers exclude interim expenses for Iqaluit congress.
- CP: asks about status of sponsorship
- AB: Chris Grosset has adjusted the budget. Should be making about 5 or 6 thousand?

#### **14. New/Other Business**

- ND: concludes agenda. Asks if anyone has anything to bring up?
- Honors and Awards, recognition awards & Congress Sponsorship
- LS: Is there a 2012 congress? Where?
- ND: nothing confirmed but says SALA wants to have one sometime in the future.
- TT: SALA is interested in hosting Congress in 2013 and would like information on requirements.
- ND: says it'd be good to have a letter to that effect. Says he got an inquiry from Pawel, BCSLA yesterday re: 2012 congress

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- LM: BCSLA has had informal discussions with some BCSLA Board members on possibly hosting 2012 Congress.
- GS: didn't we have someone looking at the congresses and deciding when they were going to be held?
- ND: As long as there are components who WANT to hold them then they can have it and if NOT then have it in conjunction with larger component congresses.
- ND: got a call yesterday from Globe and Mail doing feature on Rob LeBlanc, Ekistics and Land Inc. doing International work. ND told him there's a global trend where L.A. are leading projects globally and hear at home. Should be in Globe in the next day or so. Thanks everyone for help and support for PV
- ND: motion to adjourn
- Lawrence moves
- Trevor seconds
- All in favor/carried
- Adjourns/Executive Committee stays on line.

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