

MINUTES

CSLA Board of Directors

May 20th, 2015, Dona Socorro Salon, 2nd Floor, Hilton Mexico City Reforma, Mexico

Present: Raquel Penalosa (IFLA Delegate), Trevor Tumach, Bob Somers, Joanne Moran, Nastaran Moradinejad, Arnis Budrevics, Peter Briggs, Robert Norman, Carol Craig, Michelle Legault, Peter Alexander, Jean Landry, Margaret Ferguson, Peter Alexander

No.:	Item:
1	<p>Call to Order and Welcome</p> <p>Carol Craig called the meeting to order.</p>
2	<p>Approval of Proposed Agenda</p> <p>MOTION 2015-5-1: Moved by Bob Somers and seconded by Jean Landry that the agenda for the 20 May 2015 Board meeting be approved as presented. Motion unanimously approved.</p>
3	<p>Approval of the Minutes of the Meeting of March 23rd, 2015</p> <p>MOTION 2015-5-2: Moved by Joanne Moran and seconded by Rob Norman that the minutes of the meeting of March 23rd, 2015, be approved as presented. Motion unanimously approved.</p>
4	<p>President's Report</p> <p>Carol Craig reported on her year as president and presented a gift to each board member.</p>
5	<p>Component Reports</p> <p>Each component, APALA, AAPQ, OALA, MALA, SALA, AALA, BCSLA, and NWTALA, presented a report on new initiatives since the last meeting. The NuALA representative was absent from the meeting.</p>
6	<p>Executive Director's Report, Review of the CSLA Website and Review of the May 2015 Evergreen Action List</p> <p>Michelle Legault presented the new website content and the Evergreen Action List for May 2015.</p>
7	<p>Finance Committee Report</p> <p>Arnis Budrevics reported on the CSLA's Financials. After a discussion about invoicing the components, members agree that invoices should be made to each association based on the previous years' membership numbers, and a process for quarterly payments issued.</p> <p>Arnis Budrevics also reported on his work consulting on IFLA's finances. He put the board on notice that we may need to withhold our dues for 2016 if the financial situation is not rectified.</p> <p>MOTION 2015-5-3: Moved by Jean Landry and seconded by Peter Alexander that the IFLA delegate reports on the outcome of the IFLA FBP committee (financial review) following the June Moscow IFLA meeting to</p>

	the CSLA by July 2015. Motion unanimously approved.
8	<p>Advocacy Task Force Report</p> <p>Carol Craig reported on the activities of the Advocacy Task Force and tasked all Board members with suggesting one volunteer from their component to join the task force.</p>
9	<p>Congress 2016 Report</p> <p>Bob Somers reported that the goal for the 2016 Congress will be 250 delegates and a sold out trade show. The theme will be “Home: Locally Inspired”. In addition to this program, we are exploring bringing in a board governance specialist to do a workshop for the component president’s roundtable.</p>
10	<p>IFLA Report</p> <p>Raquel Penalosa reported on the activities of IFLA and IFLA Americas, including the progress of the IFLA 2017 World Congress. Raquel Penalosa also presented the IFLA members’ agreement to the Board. The Board instructs the Executive Director to have a legal review of this agreement before the next Board meeting.</p>
11	<p>Awards of Excellence Task Force Report</p> <p>Members proposed the following changes to the revised awards of excellence program:</p> <ul style="list-style-type: none"> ○ remove “Design-Built” from award categories and replace by adding “designed by a landscape architect” ○ change the CSLA president’s role to ex-officio ○ Rename the Best of Year Award to “Jury’s Award of Excellence” ○ Maintain the comments on all the projects ○ Under eligibility, add “Submissions can be for projects around the world.” ○ Program should still be called CSLA Awards of Excellence ○ Under eligibility, the Landscape Architect should be the lead applicant (not allied professionals) ○ Add a phrase that the project is conducted according to our code of conduct.
12	<p>CE Committee Report</p> <p>Gordon Kraushaar presented the revised CSLA Model Continuing Education Program Guide.</p> <p>MOTION 2015-5-4: Moved by Peter Alexander and seconded by Bob Somers to approve the Model CE Program as presented. Motion unanimously approved.</p>
13	<p>Canadian Landscape Charter – Action Plan</p> <p>Jean Landry presented the Action Plan for the Canadian Landscape Charter, which includes striking a committee to explore a potential action plan.</p>
14	<p>Corporate Membership Category</p> <p>Members suggested enhancing the sponsors and exhibitors program as tied to the Congress instead of exploring a corporate membership category.</p>
15	<p>Communications Staffing</p> <p>Members discussed issuing a 1 year contract on a 5-10 hours per week basis with a performance evaluation after 6 months, and asked that the job be advertised to members.</p> <p>MOTION 2015-5-5: Moved by Peter Briggs and seconded by Gordon Kraushaar that the Board supports hiring a communications officer on a contract basis with the final job announcement to be developed by</p>

	<p>the Executive Committee with a target hire date of September 2015. Motion unanimously approved.</p>
16	<p>Terms of Reference for Tri-Council Funding</p> <p>Michelle Legault presented the Terms of Reference for the Tri-Council Funding for Landscape Architecture</p> <p>MOTION 2015-5-6: Moved by Rob Norman and seconded by Jean Landry to endorse the Tri-Council Terms of Reference and establish a task force to enact the terms of reference. Motion unanimously approved.</p>
17	<p>Congress Policy</p> <p>Members discussed whether the option for an international congress should be maintained in the Congress Policy. Michelle Legault was asked to provide a Congress debrief at the next Board meeting. Members also suggested that we encourage members to attend IFLA conferences to respond to international outreach.</p>
18	<p>Letter of support for NAIT</p> <p>Moved to next meeting.</p>
19	<p>CNLA-CSLA-BCNLA-BCSLA Memorandum of Understanding for the National Landscape Standard</p> <p>Michelle Legault described the proposed memorandum of understanding, noting that a \$25,000 commitment would be required over the next two years (2015-2016).</p> <p>MOTION 2015-5-7: Moved by Rob Norman and seconded by Trevor Tumach to approve the memorandum of understanding with CSLA-CNLA-BCNLA-BCSLA for the development of a National Landscape Standard as presented. Motion unanimously approved.</p>
20	<p>Budget Review</p> <p>MOTION 2015-5-8: Moved by Peter Briggs and seconded by Margaret Ferguson to advise the members that the CSLA will target a fee increase for 2017 to a minimum of 175\$ to sustain the effectiveness of the CSLA programs and services. Motion unanimously approved.</p> <p>MOTION 2015-5-9: Moved by Peter Briggs and seconded by Jean Landry to approve drawing \$5,000 from unallocated net assets for 2015 and \$20 000 from unallocated net assets for 2016 to support the National Landscape Standard project. Motion unanimously approved.</p>
21	<p>Component Advocacy Grant Program</p> <p>Moved by next meeting.</p>
22	<p>Adjournment</p> <p>The meeting adjourned at 5 p.m.</p>