A meeting of the Virginia Chapter ASLA Executive Committee (ExCom) was held in person. The meeting occurred on Friday, June 15 at 12:00 p.m. at Natural Bridge Hotel in Natural Bridge, VA. The following members, guests and staff participated in the meeting:

|  |  |  |  |
| --- | --- | --- | --- |
| **Office** | **Name** | **Present** | **Absent** |
| President | Mike Fox | X |  |
| Past President | Walter Cole | X |  |
| President-Elect | C.L. Bohannon | X |  |
| Secretary | Erin Horton | X (phone) |  |
| Treasurer | Chris Hale | X (phone) |  |
| Trustee | LuGay Lanier, FASLA | X |  |
| Member At Large | Jarrod Katzer |  | X |
| Fellow Nominating Committee | Walt Cole | X |  |
| Education Committee | Jason Thomas | X |  |
| Emerging Professional Committee | Laura Sokol |  | X |
| Legislative Committee | Billy Almond, FASLA | X (phone) |  |
| Awards Committee | Terry Clements, FASLA |  | X |
| Public Affairs and Communications Committee | Jenn Hare | X |  |
| HALS Liaison | Liz Sargent |  | X |
| Staff | Kevin Bayes | X |  |
| Guest | Lynn Crump | X |  |

***Call to Order***

Mike Fox called the meeting to order at 12:09 p.m. Role was taken. A quorum was present.

***President’s Message***  
Mike welcomed everyone to the meeting. Several people were calling in from their cars at the beginning of the meeting and were on their way to the hotel. Mike mentioned that he was going to attend the ASLA Licensure Summit in Columbus, OH at the end of the month.

***Approval of the May 2018 Minutes***

The minutes from the May meeting was sent to the ExComm in advance of the meeting.

***Motion***: C.L. Bohannon moved to approve the May 2018 minutes as presented. Walt Cole seconded the motion. The minutes were approved.

***Trustee’s Report***

LuGay Lanier, FASLA said Brian Katen has been elevated to Fellow. LuGay suggested that Brian be recognized at the Fellows Reception during the Annual Conference. LuGay mentioned she was able to talk with Mary Hughes about the Meade Palmer medals. Mary has them.

***Treasurer’s Report***

Chris Hale presented the report. The reporting documentation was uploaded to the VA ASLA DropBox account by Chris. Chris asked if there were any questions about the financial reports. There were none.

The Balance Sheet shows a balance of $72,307.03, which included checking and two savings accounts. $5100 was moved from the Licensure & Support Savings account to the checking account to cover the cost of legal assistance. Chris mentioned we were coming up on mid-way point of the fiscal year and that he would recap the year during the July ExComm meeting.

***Executive Director’s Report***

Kevin reported on the current membership numbers: 266 members, 12 student members. Kevin reported he has sent out several email broadcasts in the past month pertaining to the awards program and the upcoming nominations process.

***COMMITTEE REPORTS***

**Audit – Chris Hale**No report

**Awards – Erin Horton**

Erin reported she and LuGay have been working on the process for chapter awards and getting them active again. Kevin reported that the deadline for the Professional and Student Awards has been extended because of the lack of submissions at the time of this meeting.

**Constitution/Bylaws – Jarrod Katzer**

No report.

**Education – Jason Thomas**

Jason said the event the Grier Environmental Science Center in Virginia Beach is set for July 12th in the afternoon. Jason will collect the information from the speakers and pass along to Kevin so he can submit for LA CES. Jason said that Bennett’s Creek in Suffolk is also interested in holding an event. They are shooting for the fall. Chris Hale is working with Bill Eubanks of Coldspring Granite and Nancy Rodrigue on a Maggie Walker Plaza tour on September 27th. Coldspring said they would be interested in hosting a social at Max’s on Broad after the tour.

**Emerging Professionals – Laura Sokol**

No report.

**Events – Walt Cole**

Mentioned the Conference Planning Committee had met by phone in advance of this meeting being held at the site of the conference. More information will be available after the site visit and walk through of the property happening after the ExComm meeting.

**Fellows – Walt Cole**

No report

**Government Affairs – Billy Almond, FASLA**

Billy is going to send Kevin text for an email broadcast to go out to members to ask them to reach out their legislators during the summer and share with them about landscape architecture and its value to the community.

**Nominations – Walt Cole**

Walt mentioned that he had received nominations for two of the three offices to be filled. They are Treasurer and Member-at-Large. Chris Hale said he is interested in running for Treasurer again. The one office without a candidate is President-Elect. He also received the names of several people who would be interested in being Section Chairs. Walt and Mike Fox said they had several people they planned to talk with to see if those people might be interested in the office. Once someone is identified Walt will send the slate of candidates out to the voting members of the ExComm for a vote.

**Public Relations/Communications – Jenn Hare**

Jenn reported that she and Kevin have been working on Wild Apricot and the current website. Jenn was going to look at the website and make some needed changes to some of the outdated information. She wants to minimize the time spent on updating the current site and work towards getting the new site on Wild Apricot in place. Mike Fox mentioned how the current website is not a good representation of the chapter and is looking forward to seeing the new site.

**Sponsorships – Kevin Bayes**

Kevin is to prepare information on conference sponsorship to get out to exhibitors and sponsors. He will work with Jenn Hare on the document to incorporate the new branding.

**VT LA Enrollment Task Force – C.L. Bohannon**

C.L. has a task force of eight people. He has scheduled a task force conference call next week and will have another call in August.

**NEW BUSINESS**

**Slate of Candidates for Executive Committee**

This was discussed during the Nominations Committee report.

**Credits for a River Management Society Conference**

Lynn Crump presented information on the May 2020 conference to be held in Richmond. The event should draw about 400 people. She asked the ExComm to consider being an in-kind sponsor for the event and submitting for LA CES credits on behalf of the conference.

***Motion***: Chris Hale moved to approve that VA ASLA be an In-Kind Sponsor, at the minimum, for the River Management Society Conference by submitting for LA CES credits for the conference. LuGay Lanier, FASLA seconded the motion. The motion passed.

Lynn will convene a subcommittee by sending out call for solicited members to participate in planning other opportunities the chapter can be involved with during the conference.

**Upcoming ExCom Meeting**

The next ExComm meeting will be a Zoom call. Kevin will send out a doodle poll to the ExComm to determine the day and time of the July meeting.

***Adjournment***

There being no further business, Mike adjourned the meeting at 1:00 p.m.

Respectfully submitted,

Kevin Bayes

Executive Director

Virginia Chapter of ASLA