

DRAFT 2017 ANNUAL MEMBERS MEETING MINUTES

JUNE 1st, 2017 11h00 am EDT

By teleconference

Present: V. Asselin, W. Graham, E. Naylor, C. Sears, D. Hester, F. Langmaid, P. Kreuk, S. Greutzner, K. LeGresley Hamre; C. Patterson; C. Paine; D. Powell; E. Versteeg

Notes by: K. LeGresley Hamre

1. Call to Order and Welcome to Guests

V. Asselin welcomed all members and called the meeting to order at 11:04

2. Notice of Meeting and Establishment of Quorum

Quorum is 10; established. President confirmed notice was given to members in accordance with by-laws.

3. Adoption of Agenda

Moved by C. Patterson; that the agenda be approved as presented.

Seconded by C. Paine

CARRIED.

4. Adoption of Minutes of the last LACF Annual Members Meeting held June 25, 2016 in Winnipeg

Moved by P. Kreuk; that the minutes of the June 2016 AMM be approved as presented.

Seconded by D. Hester

CARRIED.

Discussion: Do members need additional notification on by-law changes? No, it was on the agenda, and voted by members, so it is fine. The new by-laws have been submitted and registered with CRA. However, the website does need to be updated. Responsibility for bringing forward other changes to by-laws currently rests with Secretary (Karen).

ACTION:

Wendy and Karen will review to make sure correct by-laws are on line, and also circulated to Board.

5. President's Report – V. Asselin

We have been informing members with e-blasts throughout the year, and the annual report gives a good summary. Last year was very successful in terms of fundraising (>\$150,000, including the SALA fund, College of Fellows; University scholarship donations; about \$30K from reverse auction). Clearly high bar to continue this level, but our goal is to try to reach this. It has been a very busy year with university scholarships and strategic plan (which is now approved). President thanked everyone for all their hard work.

Discussion: P. Kreuk noted the UBC award will be presented today (June 1, Convocation Day) by Jane Durante.

ACTION: P. Kreuk will send Wendy photos of the UBC award event.

Is our membership increasing? V. Asselin noted that since our membership is everyone who gives \$100 or more, the numbers do fluctuate. We have about 100 members, which is more than in previous years. We should let people know the membership is growing. We work hard to keep all who have donated in the past.

6. Treasurer's Report – Peter Kreuk

Donations as noted were >\$150,000, which is best year so far for donations. So far in 2017 \$18K, that is without events, but does include a significant donation to the Northern fund. Transfers between banks are still ongoing; another review will be done with figures from the end of May to determine optimal time for transfers. Vincent thanked Peter and his team for overseeing the treasury and thanked Judy for all her great work in preparing the reports that are greatly appreciated by all. Finally, both Peter and Vincent reiterated on behalf of the whole Board their sincere thanks to Don Hester for his continuous support and advice.

7. Grants Committee Report –F. Langmaid

Four professional grants (including one receiving the Gunter Schoch Bursary) and two student grants (U of Sheffield and U of Guelph) were given out. The work is proceeding well. Work by recipients continues to be highlighted in e-blasts and Landscapes/Paysages. The committee discussed possible changes to the program, with the new scholarships, but for now the format will be quite similar to previous years. However, the application will be updated. The budget for 2017 is \$20K (same as previous years) plus \$1.5K for Gunter Schoch and \$5K for Northern. This represents an increase to amount possible to award. Thanks given to committee members and all the jurors.

8. Communications – W. Graham

One e-blast per month going out, so W. Graham requests information from members for ideas. Priorities for upcoming year is to update the mailing list (with Judy Bennett), and to format more of our documents consistently. N. Walliser and W. Graham will discuss upcoming plans in the near future.

Regarding the tickets to the World Summit: funding for five tickets was approved last year in Winnipeg, but student tickets are less expensive, so we now have nine student tickets to give away. W. Graham has been working with CSLA (who have travel bursaries for students) to invite students to submit a request. June 15th is submission deadline; CSLA is sending a reminder in their bulletin shortly. Applications will be vetted by W. Graham, C. Paine and K. LeGresley Hamre.

Vincent added a special thank you to Wendy: Wendy generously extended the money needed in the transfer to round off the total 9 tickets. Additional thanks to Wendy and all who contribute to our communication committee and documents.

Clarification: The students come for the LA portion of the congress (IFLA + AAPQ + CSLA); plus there is a student charrette. Neither students nor professionals attend the Design Summit itself. The Design Summit is by organizations; President of CSLA represents us. LACF will support 3rd prize to the student charrette if required; all prizes will hopefully come through IFLA. There will be a CSLA gala awards ceremony; we'll have the reverse auction there. Again, if ideas, please let any Board member know.

9. Fundraising

E. Versteeg has all comment now on the framework, and is working at revising the draft. This will be brought forward to the Board.

Discussion: We are attempting to gain corporate sponsorships in an organized way. E. Naylor informed group that Maglin (Maxime) has offered to develop the industry components of overall fundraising strategy. She has tailored an ask for industry members. Follow-up is needed by the fundraising committee; may result in changes to the framework. Vincent thanked the committee members for their continuous support and noted that the activities to complete our fundraising framework are essential and fundamental to the pursuit of our mission.

10. Election of Board of Directors

C. Paine reviewed her Nominations Committee Report. She asked members whose terms were expiring if they wanted to sit on the Board. Two declined; two agreed to stay on.

Moved by C. Paine: that the following slate of candidates, who now serve on the LACF Board, be elected to a three-year term as Director of the Board of the Landscape Architecture Canada Foundation.

- Wendy Graham (Re-election) AAPQ
- Eha Naylor (Re-election) OALA

C. Paterson seconds

CARRIED.

Thanks to both for agreeing to continue their good work with the Board. Thanks to D. Hester and R. Sharp for their service to Board.

In accordance to our bylaws, the nominating committee was formed composed of Chair (past-president LACF), one member recommended by CSLA and on Fellow at large. Members were Cecelia Paine Chair; Monica Giesbrecht, MALA CSLA appointment; and D. Hester Fellow. The committee concentrated first on a short list of MALA members. Bob Somers has given substantial contributions to CSLA and MALA, including fundraising expertise, and he agreed to let his name stand. Then, rather than replacement of BC rep (R. Sharp), it was decided to approach others interested in fundraising in OALA. Arnis Budrevics agreed to let is name stand, if there were no conflicts with CSLA. Neither CSLA nor LACF perceived any conflict. The choices of focusing on MALA and OALA's rep was related to our upcoming needs in fundraising for our dedicated scholarships. Question posed if there are any other nominations? None received.

Move by C. Paine, seconded by D. Hester that the following slate of candidates be elected to a three-year term as Director starting in 2017:

- Bob Somers, MALA
- Arnis Budrevics, OALA

CARRIED.

ACTION: Vincent will send a welcome note to new members, copying the current members

ACTION: Eha to arrange a telephone conversation about corporate fundraising ideation piece to include fundraising committee members. B. Somers and A. Budrevics were brought on specifically for fundraising, so will be invited as well.

Discussion: Scholarships are established for all accredited programs, but active fundraising needed for Ontario and Manitoba. Hope that A. Budrevics will help the three programs in Ontario, and B. Somers will help for Manitoba. It is a lot of work!

E. Naylor noted that next year is OALA 50th anniversary, and other OALA members have said they are willing to help. Endowing those three scholarships will be a goal. Tying an ask to a milestone makes the whole process more meaningful. Noted that while at the last OALA/CSLA meeting, OALA declined proposal to do a fundraising and endowment, but V. Asselin to continue discussion with the president of OALA. Discussion on whether LACF identifies champions independently of OALA. Agreed we need to ID champions ourselves, then discuss w/ OALA how can jointly can do this. Basically need to get some enthusiastic people who will ask for matching funds.

ACTION: C. Paine, E. Naylor and A. Budrevics to get together to discuss Ontario scholarships; C. Paine will set this up.

11. New/Other Business

Orientation guide: K. LeGresley Hamre has drafted an initial orientation guide.

ACTION: K. LeGresley Hamre will get input from C. Sears, and hopefully also R. Middleton and S. Greutzner on the draft orientation guide. Then the guide should go to the board, including the new members.

12. Next Meeting

Annual Member Meeting will be held in conjunction with the CSLA AGM in Toronto, April.

13. Adjournment

Thanks to all for contributing to this first virtual AMM.

Meeting was adjourned at 12:10 pm. ET

Summary of Motions:

- ✓ That the agenda be approved as presented. Carried.
- ✓ That the minutes of the June 2016 AMM be approved as presented. Carried.
- ✓ That the following slate of candidates, who now serve on the LACF Board, be elected to a three-year term as Director of the Board of the Landscape Architecture Canada Foundation.
 - Wendy Graham (Re-election) AAPQ
 - Eha Naylor (Re-election) OALA

Carried.

- ✓ That the following slate of candidates be elected to a three-year term as Director starting in 2017:
 - Bob Somers, MALA
 - Arnis Budrevics, OALA

Carried.

Summary of Action Items:

- Wendy and Karen will review to make sure correct by-laws are on line, and also circulated to Board.
- P. Kreuk will send Wendy photos of the UBC award event.
- Vincent will send a welcome note to new members, copying the current members
- Eha to arrange a telephone conversation about corporate fundraising ideation piece to include fundraising committee members. B. Somers and A. Budrevics were brought on specifically for fundraising, so will be invited as well.
- C. Paine, E. Naylor and A. Budrevics to get together to discuss Ontario scholarships; Cecelia will set this up.