

Meeting Minutes: 2022 Board Meeting #4 **Date:** September 8, 2022
Location: Calandra's, Caldwell, NJ **Time:** 7:00 – 9:20 PM

Attendance **Board Members Present**

- Christy DiBartolo
- Francisco Grimaldi
- Andrew Thompson
- John Fallon
- Benjamin Horten
- Dana Napurano
- Geeta Shah
- Erica Spayd
- Paul Tiajolloff
- Lisa Walzer
- Moustafa Abouelmagd
- Elizabeth Pacheco

Section Administrator

- Julie Pagnotta

Also Present

- Jim Ramentol

7:15 PM **Call to Order** C. DiBartolo

- Attendance and establish quorum (E. Pacheco)
- Affirm AIA Anti-trust Compliance (E. Pacheco)

7:20 PM **Motion: Approval of Board Meeting #2 – 2022 Minutes**
F. Grimaldi, first; D. Rattazzi, second; all approve

7:21 PM **Ice Breaker** C. DiBartolo

7:23 PM **President's Report** C. DiBartolo

- Refer to shared President's Report.

7:27 PM **Treasurer's Report** D. Napurano

- Refer to shared Treasurer's report.
- Budget was approved.
- Section continues to be in a strong position financially.
- Possible investments options are being considered.
- No more than 250K, the FDIC limit, should be allocated in any one account.
- Continues to work w/ accountant to bring quickbooks up to date.
- Nov. 15 – taxes are due

AIA NS Mission Statement:

AIA Newark and Suburban Architects encourage awareness of the profession through education and fellowship.

Old Business

7:30 PM

K-12

J. Fallon

Student Competition

- 50 submissions were entered.
- Responses from students and teachers were very positive.
- Overall a great event.

NJIT Summer Program

- Amy Briones, student selected for the program, submitted a thorough synopsis.
- The program was a success.
- Montclair art/architecture teacher reached out to John for potential collaboration – John to follow up.
- The possibility of creating a contest for HS students in collaboration w/ NJIT and Kean U. was discussed.

7:39 PM

Trade Show

J. Ramentol

- Payment from Architect's League has not been received.
- John Cwikla will be taking responsibility for the Trade Show moving forward.
- The Trade Show is being planned for May 2023.

7:48 PM

Storage Task Force

J. Pagnotta

Julie & John Cwikla are reviewing file records taken from storage unit.

7:50 PM

NJIT & Kean Outreach/ Portfolio Review

P. Tiajolloff

F. Grimaldi

Kean

- Portfolio Review – targeting May 2023.
- A 'mixer' w/ AIA-NS was recommended for future, Cisco to follow up.

NJIT

- Portfolio review – Paul to follow up.

7:52 PM

Canstruction

P. Tiajolloff

F. Grimaldi

- Only one firm has registered.
- Possibly reach out to Westfield mall and partner for this event – Erica offered to reach out.
- Cisco to reach out to Gateway Center in Newark for future construction events.
- Possibly reach out to High Schools for assistance/participation.
- Reach out to supermarkets for donations.
- This event will be postponed this year if only one entry is submitted.
- Perhaps revamp this event in 2023 – to be discussed.

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Newark & Suburban Architects

- | | | |
|---------|---|---|
| 8:00 PM | <u>Building Tours</u> | L. Walzer |
| | Benjamin Moore Plant | |
| | <ul style="list-style-type: none">• Lisa and Diana organizing a BM plant tour for the fall, targeting early November.• Two (2) tours possibly, 15 people max. | |
| | Hinchliffe Stadium, Paterson | |
| | <ul style="list-style-type: none">• Andrew looking into touring this stadium. | |
| | Bannerman's Island, NYC | |
| | <ul style="list-style-type: none">• Christy mentioned this as a possible tour. | |
| 8:10 PM | <u>Roundtable</u> | C. DiBartolo
P. Tiajolloff
E. Spayd |
| | <ul style="list-style-type: none">• Venue and logistics to be discussed – in person or virtual (?)• Perhaps change the scheduled date. | |
| 8:20 PM | <u>Design Awards</u> | |
| | <ul style="list-style-type: none">• 40 entries submitted up to now.• Alex coordinating speaker for the night.• All set w/ equipment. | |
| 8:25 PM | <u>Technical Continuing Ed Series</u> | G. Shah |
| | <ul style="list-style-type: none">• Scheduled for Nov. 3 @ Van Vleck House & Gardens.• This event is separate from sponsors/sponsor events.• Participating companies can be considered for sponsorships. | |
| 8:30 PM | <u>Accreditation</u> | A. Thompson |
| | <ul style="list-style-type: none">• Andrew working on this, he will reach out to Ron Weston and Ann Dorough.• Andrew to let the board know if he needs assistance. | |
| 8:33 PM | <u>AIA-NS President's Plaque</u> | P. Tiajolloff |
| | <ul style="list-style-type: none">• Currently working on this. | |
| 8:34 PM | <u>Sponsorship Package</u> | B. Horten
A. Thompson |
| | <ul style="list-style-type: none">• John noted that GAF has expressed interest in becoming a sponsor.• Andrew mentioned that Alex reached out to Marvin.• Maloney & Curcio were previous sponsors – reach out.• Current form for sponsors is too complicated.• Cost should be raised. Possibly add \$10 to \$14/person attending a zoom session in addition to sponsorship fee. | |

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- Payment should align with fiscal year – June 30.
- Benjamin has a list of 10 to 20 potential sponsors.

New Business

- 8:45 PM **Director Search and Dues** C. DiBartolo
Excom
- Per Christy's research - other Sections nationally in similar size have higher membership fees and more staff.
 - Perhaps working w/ the state in order to have them handle our social media.
 - Increase membership dues by \$15 in 2024, this needs to be approved by members.
 - Erica and Julie to share Director's job posting.
 - Separate note = Revisit mission statement
- 9:15 PM **Next Year's Board** C. DiBartolo
- Lisa Walzer moving to First Vice President.
 - Diane Van Horn joining the board.
- 9:16 PM **Slack Membership** J. Pagnotta
- Julie looking into non-profit membership.
- 9:17 PM **Upcoming Events**
- Possibly move 10/6 Board Meeting to a later date since the Board Retreat will take place on 10/8.
- 9:20 PM **Meeting Adjourned**

The American Institute of Architects

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