



To: BSA Board of Directors  
Fr: Josiah Stevenson, President  
Re: BSA Board Meeting Agenda  
Date: Thursday, March 16, 2017

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Please note this meeting will convene at **BSA Space, 290 Congress Street, Boston at 12:00 (noon) on Thursday, March 16.**

12:00 pm Call to Order

- Approval of January minutes
- Recognition of new FAIA members

12:05 pm Current Financials for 2016 Audit

12:15 pm Grassroots Update

12:20 pm AIA National Conference – Elections and Resolutions

12:30 pm ABX Update

12:45 pm Strategic Focus – Advocacy

1:00 pm Executive Director Goals for 2017

1:20 pm Committees Report

1:40 pm Other Business

2:00 pm Adjourn

Enclosures:

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Thursday, January 19	6-8p	Joint Board Reception
Friday, January 20	9a-3p	Board Planning Workshop Goulston & Storrs, 400 Atlantic Ave.
Thursday, March 16	12p-2p	
Wednesday, April 12	12p-2p	BSA & BSA Foundation Board Mtg.
Thursday, May 11	12p-2p	
Thursday, June 22	12p-2p	
Thursday, September 7	12p-2p	
Thursday, October 19	12p-2p	Budget Meeting
Thursday, November 16	12p-2p	
Thursday, December 14	6-8p	Annual Meeting & Reception

All meetings/events will be held at BSA Space unless otherwise noted.



## January 20, 2017 Minutes of the BSA Board

Present: Rachel Berry AIA, Greg Bialecki, Jeffrey Burchard AIA, Carol Burns FAIA, Jim Collins FAIA, Rick Dimino, Christine Dunn AIA, David Fannon AIA, Natasha Espada AIA, Kelly Hutzell AIA, Blake Jackson AIA, Amy Korté AIA, Peter Kuttner FAIA, Malia Lazu, Glen LeRoy FAIA, Mary Anne O'Campo Assoc. AIA, Patti Seitz AIA, Shauna Gillies-Smith ASLA, Elizabeth Minnis AIA, Josiah Stevenson FAIA, Jay Wickersham FAIA,  
*Staff: Ben Cohen, Billy Craig, Pamela de Oliveira-Smith, Gretchen Rabinkin, Sheryl Snyder, Eric White*

Absent: Jean Carroon FAIA, Brandon Clifford, Tamara Roy

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Call to order Noting the presence of a quorum, President Stevenson called the BSA Board Planning Workshop to order at 9:10 am and welcomed new and returning board members. Following introductions, Stevenson spoke briefly about his goals for the coming year: promoting design excellence; fostering civic engagement and supporting initiatives that positively affect individuals, communities and city systems; working to form a closer alliance with the six architecture schools.

Minutes of prior meeting Upon a motion by Wickersham, seconded by LeRoy, it was  
VOTED to accept the minutes of the December 2016 Board meeting as submitted; Unanimous.

Welcome and Introduction Executive Director White provided an overview of the Boston Society of Architects and purpose of the BSA board. He noted the BSA is part of the larger American Institute of Architects (AIA), the second largest local chapter membership, and is actually two organizations in one: the BSA (which serves its members and the profession); and the BSA Foundation (which focuses on public outreach). He reviewed the BSA's mission, vision, staff organizational chart, 2017 financial forecast and what the BSA asks of its board members (participate, adhere to BSA & AIA Policies and Codes, uphold the Bylaws, prioritize and collaborate, join a committee or task force, represent the BSA and BSA Foundation at events, activities, exhibition openings, member receptions, etc.)

ABX Update White informed the board that ArchitectureBoston Expo (ABX) will be co-located with The U.S. Green Building Council's *Greenbuild International Conference & Expo* in 2017, creating one of the largest events for building industry professionals in the region. He said the BSA is negotiating a potential sale and discussions will continue with potential buyers.

Working with BSA Committees Discussion ensued about the 2016 BSA Board's self-evaluation, which determined that its connection to BSA committees was limited. Board members discussed ways to develop stronger relationships to committees to better promote the BSA's mission and goals. Dimino said that BSA committees are like having 50 front doors and the board should never lose sight of how instrumental they are to the success of the organization.

Design Excellence Discussion Stevenson said his agenda this year is to further promote design excellence, which he separated into three categories: Public selection of architects; private work; and education. After meeting with the Designer Selection Board (DSB) and Massachusetts School Building Authority (MSBA), Stevenson

reported they were open to the concept of design excellence, however, questions still remain. Future meetings are planned with the Division of Capital Asset Management and Maintenance (DCAMM) and The Boston Planning and Development Agency (BPDA). Stevenson suggested adding the *Design Excellence Handbook* slideshow (developed by former BSA board member David Eisen) to the BSA website, which promotes design excellence and helps educate the public.

#### Civic Discussion/BSA Involvement

Dimino said there is a core civic element that the BSA and BSA Foundation have in their relationship to Boston and its neighborhoods/communities. He suggested that one of the best ways to further engage is through the Civic Task Force, a strong advocate for design and the built environment. He noted the BSA has become more influential over the years, with major influences on housing, transportation, climate change and resiliency. He cited *Suffolk Downs*, *Beacon Yards* and the *Allston Interchange* as prime examples of how the BSA/BSA Foundation created more expansive and innovative thinking. Gillies-Smith recommended that the Civic Task Force's mission statement and work plan be sent to the board.

#### BSA & Politics Discussion

Stevenson asked the board to consider how to advocate without becoming political. President-Elect Wickersham noted that the BSA is a 501c6 non-profit organization—which under Federal law—allows more freedom to engage, directly or indirectly, in political campaigns. He said the majority of the BSA's efforts are in advocacy (a legal endeavor). Wickersham said the board can take policy positions *on behalf of* the BSA and cited the recent advocacy letter (in response to the U.S. Presidential Election) as an example. Dimino cautioned that if the BSA becomes too involved politically, the organization loses the ability to have an impact, which may diminish its stakeholder influence. Berry noted that the line between political and ethical is different for some people. LeRoy cautioned that the board should remain consistent with AIA policies and only make statements about the *issues* it believes in, not the people.

#### Breakout Sessions

Board members broke into the following groups to brainstorm around four themes: (1) *ArchitectureBoston* magazine; (2) Architecture Schools; (3) BSA & BSA Foundation Business Plan; (4) Future Practice Models

#### Reports from Breakout Sessions

The *ArchitectureBoston* group assessed the magazine. Wickersham said he believes it is one of the best architecture magazines in the country. Discussions ensued about whether (or how soon) the magazine should move to a digital, online format to reach a wider audience (i.e. young architects and emerging professionals). Questions emerged: Should we reach out to other publications or publishers who have already gone through this process? How do we increase advertising revenue? How do we fund an App (like an AIA Guide to Boston) in order to reach a broader audience?

The *Architecture Schools* group noted that national enrollment in architecture schools is going down. Stevenson said this year's board has an opportunity to enrich its relationships with the six architecture schools by telling 'the built environment story' together. He suggested that the board look at architecture schools holistically, how they relate to the BSA and how the two can find ways to work together.

The *BSA and BSA Foundation Business Plan* group reasoned that whatever happens with the sale of ABX, revenue will diminish and a different revenue source will be required to subsidize public outreach. They suggested retaining 'intellectual content' if/when ABX is sold. Discussions arose about building the Foundation's capacity to make connections with potential philanthropic contributors. It was also recommended that the BSA & BSA Foundation take full advantage of the upcoming 150<sup>th</sup> celebrations to engage all audiences who have an interest in design and architecture.

The Future Practice Models group said there is a need for good information about the nature of practice and current trends. Architecture is not free-standing, but integral to the building industry. Questions emerged: What resources can the BSA offer? What role can the BSA play in gathering and disseminating ideas? What resources are BSA committees offering? Can the BSA help communicate the changing landscape?

Other Business

Stevenson asked that breakout groups continue to work together on their specific topics and report back in greater depth at future board meetings as assigned. White said the BSA is seeking ideas for its upcoming 150<sup>th</sup> Anniversary celebrations and asked the board to consider forming a committee to help with these efforts.

Adjourn

Upon a motion by Collins, seconded by Kuttner, it was

VOTED to adjourn the meeting; Unanimous.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Rebecca Berry', with a stylized flourish at the end.

Rebecca Berry AIA  
Secretary

Boston Society of Architects	2016 Budget	2016 Actuals	Variance
<b>Income Statement</b>			
<b>Revenues</b>			
AIA Revenue Share	140,321	135,615	(4,706)
Website	118,500	158,434	39,934
ABX	2,560,050	2,505,551	(54,499)
Development/Education/Grass Roots	44,100	93,974	49,874
ArchitectureBoston	306,000	241,469	(64,531)
External Support/Gov't Affairs/Civic Programs	0	25,597	25,597
Membership	1,930,752	1,950,266	19,514
Chapter Letter	0	0	0
Honors and Awards	205,500	177,060	(28,440)
Allied Organizations	45,775	64,756	18,981
Board & Miscellaneous	7,500	9,000	1,500
Professional Communities Committees	0	3,000	3,000
Communications/Public Outreach	180,000	157,868	(22,133)
Compensation and Benefits	0	0	0
Human Resources	0	0	0
Accounting and Finance	0	0	0
Network and Membership Data Management	0	0	0
Supplies and Operations	0	0	0
Investments	75,805	173,641	97,836
Building Management	0	0	0
Royalties and other	2,000	2,963	1,463
<b>Total Revenues</b>	<b>5,616,303</b>	<b>5,699,194</b>	<b>83,391</b>
<b>Expenses</b>			
AIA Documents	6,500	5,537	(963)
Website	28,260	30,902	2,642
ABX	1,612,896	1,469,906	(142,990)
Development/Education/Grass Roots	33,100	70,199	37,099
ArchitectureBoston	359,680	343,257	(16,423)
External Support/Gov't Affairs/Civic Programs	27,000	36,446	9,446
Membership	32,500	31,308	(1,192)
Chapter Letter	0	0	0
Honors and Awards	205,600	163,397	(42,203)
Allied Organizations	561,436	599,457	38,021
Board & Miscellaneous	26,100	17,419	(8,681)
Professional Communities Committees	17,000	8,283	(8,717)
Communications/Public Outreach	66,500	72,909	6,409
Compensation and Benefits	1,716,581	1,650,343	(66,238)
Human Resources	20,750	51,594	30,844
Accounting and Finance	138,040	143,735	5,695
Network and Membership Data Management	152,250	141,477	(10,773)
Supplies and Operations	51,700	44,750	(6,950)
Investments	38,500	35,549	(2,951)
Building Management	459,098	438,196	(20,902)
Royalties and other	0	0	0
<b>Total Expenses</b>	<b>5,553,491</b>	<b>5,354,664</b>	<b>(198,827)</b>
<b>Operating Surplus/(Deficit)</b>	<b>62,812</b>	<b>344,530</b>	<b>282,218</b>
Depreciation	303,806	201,797	102,009
<b>Net Surplus/(Deficit)</b>	<b>(240,994)</b>	<b>142,733</b>	<b>180,208</b>
<b>Capital Expenditures</b>			
Atlantic Wharf Fit out			
Database and Software			
Website			
Furniture & Fixtures			0
Equipment			
Landlord Incentive			
<b>Total capex</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Boston Society of Architects  
Membership Report  
March 1, 2017**

**Advanced to Emeritus**

Gregory Downes AIA  
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Ronald R. Roberge AIA  
Waltham, MA  
Gordon P. Sainsbury AIA  
Belmont, MA  
Bruce Stevenson Taylor AIA  
West Newbury, MA

**Advanced to FAIA**

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Jocelyn Lum Frederick FAIA  
Tsoi/Kobus & Associates  
Mark R. Johnson FAIA  
Newton Highlands, MA  
Thomas D. Kearns FAIA, LEED AP  
DSK | Dewing Schmid Kearns  
Architects + Planners  
Philip Lee Laird FAIA  
ARC/Architectural Resources  
Cambridge  
Timothy D. Love FAIA  
Utile  
Bhagchand D. Nayak FAIA, FIIA  
B.D. Nayak Architects and Planners

**New AIA Members**

Thomas A. Adamietz AIA  
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Christopher Lee Adcock AIA  
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Sean Broderick AIA  
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Caveney Architecture and  
Construction

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Jonathan Evans AIA  
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Ryan Andrew Foster AIA  
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Meryl Nistler AIA  
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David Sears Assoc. AIA  
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Jorge Silveti Intl. Assoc. AIA  
Machado Silveti  
Gregory B. Thompson AIA  
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#### **New to Boston**

Lisa C. Adkins AIA  
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Jeff Geisinger AIA  
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State/AIA New York)  
Daniel J. Kelliher AIA  
AXIOM Architects (from AIA  
Western Massachusetts)  
Steven Le AIA  
Dorchester, MA (from AIA California  
Council/AIA Sierra Valley)  
Scott H. Melching AIA  
Kingston, MA (from AIA New  
York/AIA New York Chapter)  
Michelle J. Muro AIA  
Wilmington, MA (from AIA  
Colorado/AIA Denver)  
Paul Pawlowski AIA, ASLA  
Studio Pawlowski (from AIA  
Oregon/AIA Portland)  
T. Scott Rawlings AIA  
Payette (from AIA Washington DC)  
Jeffrey Sargis Assoc. AIA  
Watertown, MA (from AIA  
Connecticut)  
Christine S. Song AIA  
Cambridge, MA (from AIA New York  
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Supatra R. Villegas Assoc. AIA  
Perkins Eastman (from AIA  
Oklahoma/AIA Central Oklahoma)  
Dana W. Watts AIA

SMMA/Symmes Maini & McKee  
Associates (from AIA North  
Carolina/AIA Triangle)  
Pui Leng Woo AIA  
Somerville, MA (from AIA Hong  
Kong)

### **Leaving Boston**

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Architects/AIA Austin)  
David A. Colp AIA  
Glastonbury, CT (to AIA  
Connecticut)  
Gianne P. Conard FAIA  
Belfast, ME (to AIA Maine)  
Michaela M. Cooney AIA  
Rumson, NJ (to AIA New Jersey/AIA  
Jersey Shore)  
Raymond M. Dufresne AIA  
Salem, NH (to AIA New Hampshire)  
Katy Flammia AIA  
NBBJ (to AIA New York State/AIA  
New York Chapter)  
Aris Garrison AIA  
Irvine, CA (to AIA California  
Council/AIA Orange County)  
Nathaniel R. Gorham AIA  
Excelsior, MN (to AIA  
Minnesota/AIA Minneapolis)  
Priya Jain AIA  
Cypress, TX (to AIA Texas Society of  
Architects/AIA Houston)  
John McCampbell AIA  
Brooklyn, NY (to AIA New York  
State/AIA New York Chapter)  
William F. Mudge AIA  
Lyme, NH (to AIA New Hampshire)  
Renee Roediger AIA  
Los Angeles, CA (to AIA California  
Council/AIA Los Angeles)  
Ariane A. Rutt AIA  
Mountain Top, PA (to AIA  
Pennsylvania/AIA Northeastern  
Pennsylvania)  
Todd Thiel AIA  
Kingston, WA (to AIA Washington  
Council/AIA Seattle)

Johannes Wolfram Ubben AIA  
Berkeley, CA (to AIA California  
Council/AIA San Francisco)  
Mark O. Wuttig Assoc. AIA  
Burien, WA (to AIA Washington  
Council/AIA Seattle)

### **New Corporate Affiliates**

Auger Building Company  
DL Cabinetry  
Gary Streck CRM  
KOMPAN Inc. Playground Solutions  
Michelle Crowley Landscape Architecture  
Skyscraper

### **New Professional Affiliates**

Clifford Cort  
Triumph Modular  
Peter R. Soucy  
Pete Soucy - Confidential Consulting  
Marianna Zak  
Boston, MA

### **New Subscriber Affiliates**

Henry N. Cobb FAIA  
Pei Cobb Freed & Partners (AIA  
New York)  
Richard A. Zini, Jr., Assoc. AIA  
Monroe, CT (AIA Connecticut)

### **New Student Affiliates**

#### ***Boston Architectural College***

Ji Youn Kim  
Janet Roche  
Ricky R. Sturgis, Jr.

#### ***Massachusetts College Of Art And Design***

Ahmed M. Emam

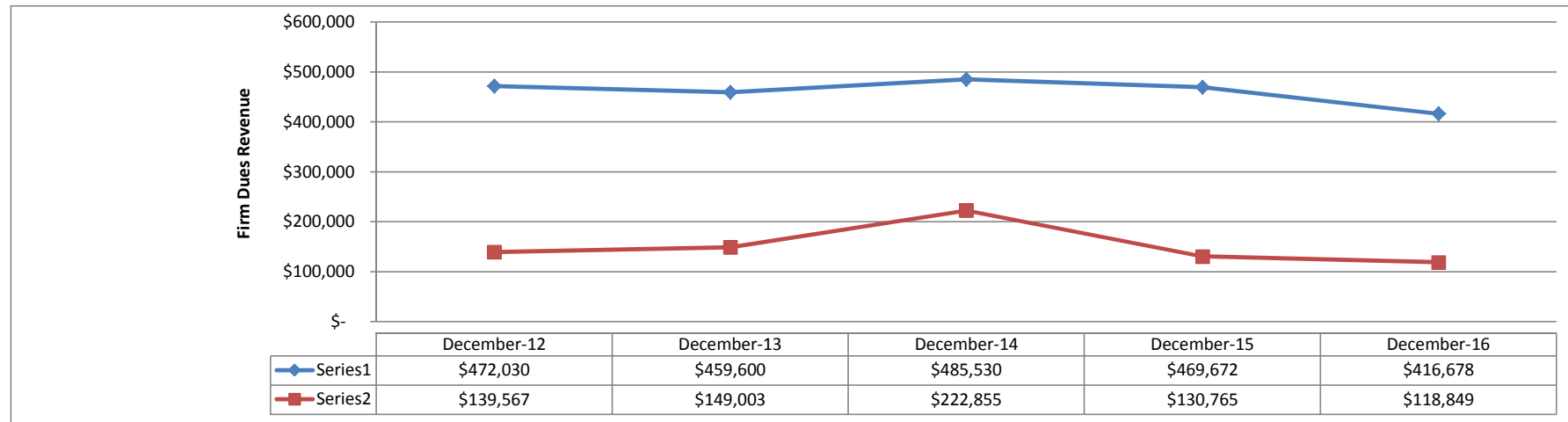
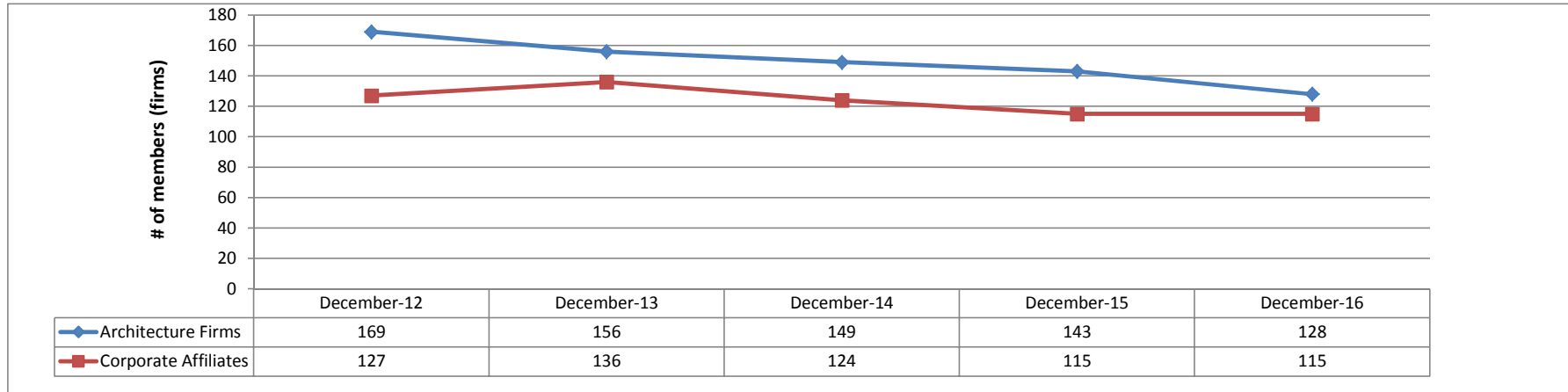
#### ***University of Waterloo (Canada)***

Bronwyn Colford

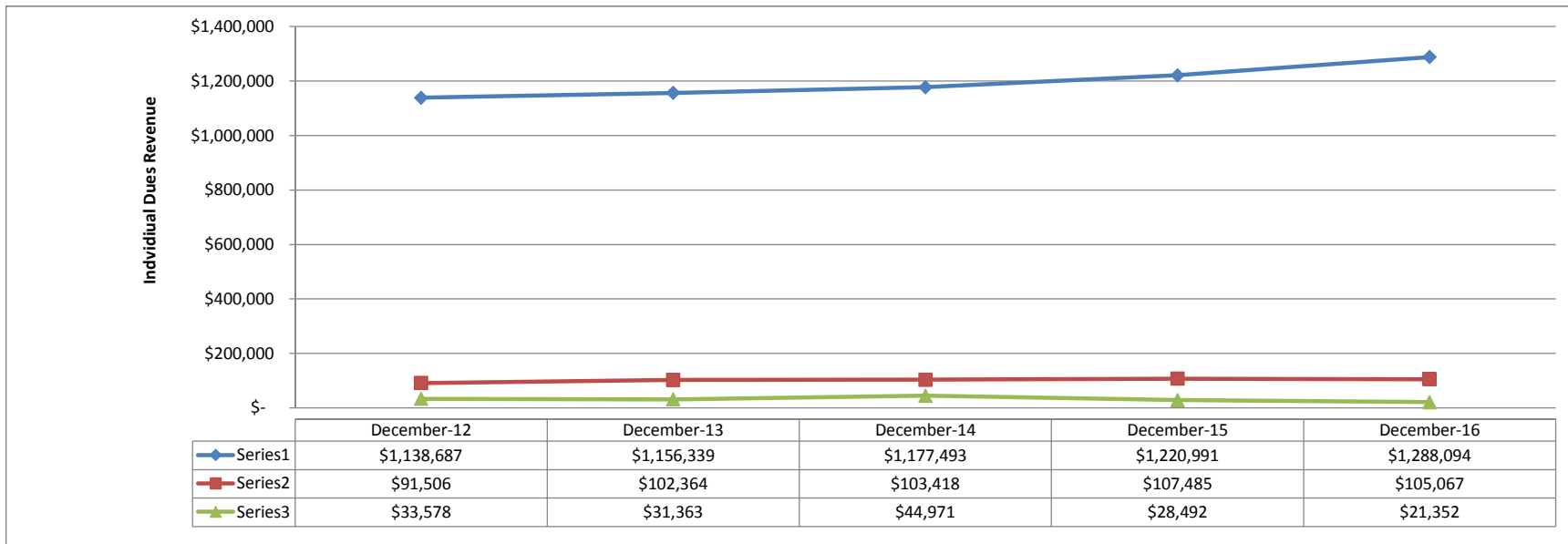
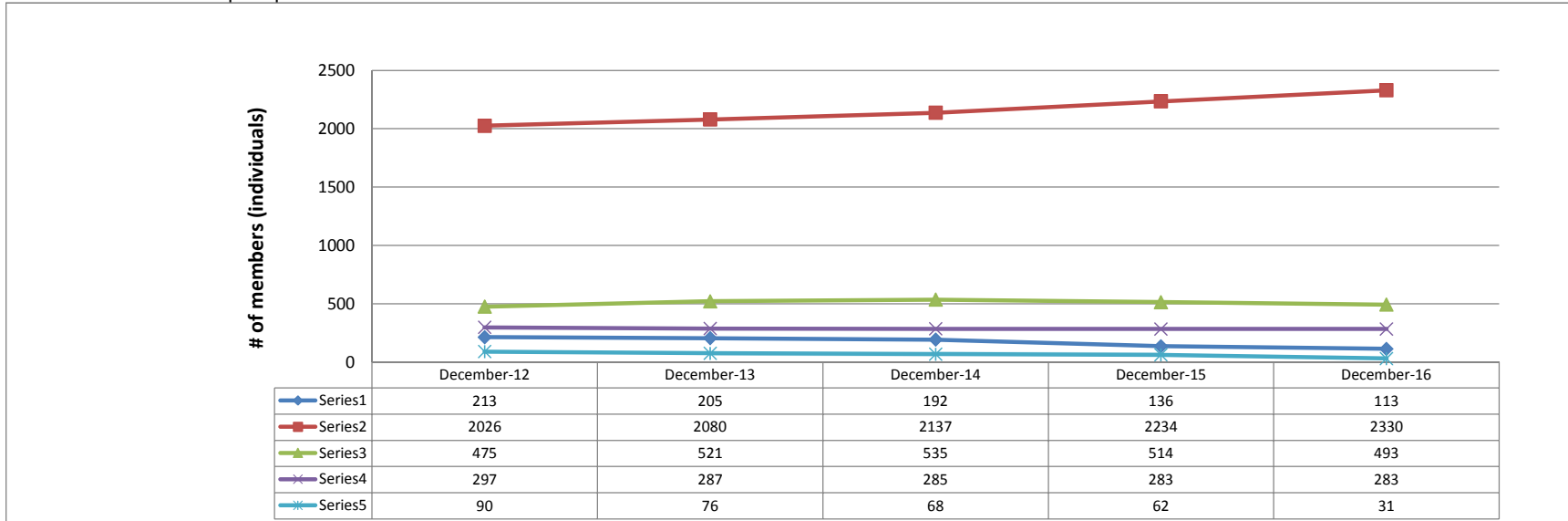
#### ***Wentworth Institute of Technology***

Amro Abuzaid

Boston Society of Architects Membership Report  
 Final 2016 Membership Report



Boston Society of Architects Membership Report  
 Final 2016 Membership Report



Dear BSA Board Members:

At the January 20<sup>th</sup> Board Planning Workshop, board members participated in breakout sessions centering on four themes: (1) Architecture Boston; (2) Architecture Schools; (3) BSA & BSA Foundation Business Plan; (4) Future Practice Models.

Teams agreed to meet and present their findings at future board meetings in May, June, September and November (see chart below).

<b>ArchitectureBoston May</b>	<b>BSA &amp; BSA Foundation Business Plan - June</b>	<b>Future Practice Models September</b>	<b>Architecture Schools November</b>
Carol Burns	Rebecca Berry	Greg Bialecki	Carol Burns
Jean Carroon	Jim Collins	Jeffry Burchard	Brandon Clifford
Amy Korté	Rick Dimino	Christine Dunn	David Fannon
Peter Kuttner	David Fannon	Natasha Espada	Kelly Hutzell
Malia Lazu	Tamara Roy	Blake Jackson	Glen LeRoy
Elizabeth Minnis		Mary Anne Ocampo	Patricia Seitz
		Shauna Gillies-Smith	Josiah Stevenson
		Jay Wickersham	

Meeting schedules are as follows (in date order):

1. **ArchitectureBoston Discussion**  
Date: March 15, 2017  
Time: 8 to 9 am  
Location: BSA Channel Room
  
2. **BSA Future Practice Models Group Discussion**  
Date: March 16, 2017  
Time: 2 to 3 pm  
Location: BSA Harbor Room
  
3. **BSA & BSA Foundation Business Plan/Group Discussion**  
Date: March 28, 2017  
Time: 9 to 10 am  
Location: BSA Channel Room
  
4. **Architecture Schools Discussion**  
Date: April 5, 2017  
Time: 9 to 10 am  
Location: BSA Channel Room

Please email Sheryl Snyder [ssnyder@architects.org](mailto:ssnyder@architects.org) with any questions you may have.



To: BSA Board of Directors  
From: Josiah Stevenson FAIA, President and Eric White, Executive Director  
Re: President's and Executive Director's Report  
Date: January 20, 2017

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### **Administrative**

We welcomed two new staff – Li Lam, senior accountant and Mike Kuttner, Design Director.

### **Financials**

Attached are the latest on 2016 and both ABX and investments appear to be better than forecasted. We are still finalizing and audit will begin next week.

### **Membership & Committees**

Membership numbers are ahead of 2016 and generally positive. Areas for growth are in the student membership (free). Two committees have been retired – Boston APP/Lab and 3-D Laser Scanning. Two new committees – Infra/tecture and MakeTank are being added.

### **Professional Programs, Exhibitions & related programming**

Focus is on developing the “future of practice,” a multi-year, multi-pronged initiative to examine business models, issues with currency and importance, and that help architects position themselves for future work, continues. This includes an Equity RoundTable, the Emerging Professionals Network (EPNet) Leadership Lunches and ARE kick-off groups. The EPNet Winter Warmer mixer brought together with 8 other industry partner, the event attracted more than 300 young practitioners.

### **Public Programs**

Common Boston is gearing up for the weekend of June 3-4 with a roster of over 50 open buildings including the African American History Museum, the Carpenter Center and Northeastern's new Interdisciplinary Science & Engineering Complex by Payette.

### **Civic Initiatives**

The Town Hall Meeting fostered an opportunity to voice concerns, brainstorm concrete next steps, and consider the position and responsibility of the architect in the realm of the United States' new administration. Architects and the Executive Order on Immigration addressed legal needs for international architects.

- *Resiliency*: East Boston project with 44 Harvard GSD urban planning students.
- *Housing*: The Housing Innovation Competition is in the final stages; winners announced in April.
- *Urban Design/Placemaking*: Hosting a series of four events March - May on the Emerald Necklace/Columbia Road corridor.
- *Healthy Cities*: Sumner Elementary School workshops with students in March/April, followed by a professional ideas charrette in partnership with Boston Public Schools and BSLA.

### Process for evaluating the BSA and BSA Foundation Executive Director

1. The Executive Director review process will become a yearly process marked by the following milestones:
  - a. The January BSA and BSA Foundation Board packets will include the Executive Directors key areas of responsibility and the goals that have been agreed upon. The goals will be measurable and based upon the ED's primary areas of responsibility.
  - b. Throughout the year the BSA President and BSA Foundation Chair will provide feedback to share with the Executive Director.
  - c. The Executive Director will complete a self-evaluation to share with the two Boards for their October meeting.
  - d. At the October BSA and BSA Foundation Board meetings, the President and Chair will seek input from the Boards for the Executive Director's review.
  - e. In October/November the President and Chair will seek staff input for a 360 assessment.
  - f. The BSA President and President-elect, along with the BSA Foundation Chair and Vice-Chair will meet with the Executive Director to assess performance and set goals for the coming year.
  
2. Performance standards
  - a. Performance standards will be built upon two critical areas:
    - i. The goals set out from the previous year
    - ii. The six key areas of ED responsibility – delivery on mission, strategy and goals; administrative and HR oversight; Community relations; Financial/Legal management; Fundraising; and Governance.
  
3. Follow up
  - a. Copies of all written evaluations are given to the ED and to the Controller who maintains all personnel records.
  - b. Boards will discuss how/if salary increases/bonuses will be tied to the evaluation.
  - c. Process will be evaluated and improved upon through discussions between the Boards, Board leadership and ED.



## **Key areas for assessment of the Executive Director**

Below are the key areas of responsibility for the BSA and BSA Foundation Executive Director. These responsibilities essentially cover strategy, external affairs, financial oversight, fundraising, staff and working with the Boards.

### **1. Development & Delivery (Mission, strategy, goals)**

- a. Provide leadership in ensuring the delivery of the mission, strategy and goals.
- b. Meets or exceeds annual goals
- c. Provides analysis, evaluation and assessment of activities to achieve goals
- d. Maintains and utilizes a working knowledge of developments and trends in the field.
- e. Keeps the Boards informed of progress, concerns and needs related to mission, strategy and goals.

### **2. Administration and Human Resources management**

- a. Establishes and uses an effective management team and system
- b. Ensures compliance with personnel policies and state/federal regulations.
- c. Provides clear work assignments, delegating appropriate levels of authority and encourages staff development.
- d. Attracts, keeps and motivates diverse and high quality staff.

### **3. Community relations**

- a. Serves as an effective spokesperson for the organizations
- b. Establishes and builds good, cooperative working relationships with AEC and design community, civic and government leaders and related organizations.

### **4. Financial Management**

- a. Assures adequate control and accounting of all financial systems
- b. Prepares a budget that is reasonable and realistic in coordination with staff and Boards
- c. Maintains, executes and ensures compliance with federal, state and local regulations and requirements including all necessary legal documents.

### **5. Fundraising**

- a. Develops realistic, ambitious fundraising plans
- b. Meets or exceeds revenue goals ensuring that funds are available for the organization to carry out work.
- c. Establishes positive relationships with donors, funders, foundations and others involved in fundraising.

### **6. Governance**

- a. Works well with the Boards providing appropriate, adequate and timely information.
- b. Provides support to Boards' committees
- c. Keeps the Boards informed on the condition of the organization.

### Thoughts from ED for 2017 ED Goals

Below are some recommendations from the Executive Director for potential goals for 2017 for the BSA and BSA Foundation.

1. Collaborate with the board, staff and membership to further the organization's strategic framework.
  - a. Identify key strategic directions and pathway toward success for BSA & Foundation for the next 3-5 years
  - b. Identify resources and metrics for success.
2. Grow BSA membership and enhance the impact the BSA has for the membership.
  - a. Collect data to have conversations and track success
  - b. Where appropriate, increase the number of members and continue to identify, assess and implement steps to enhance the impact of membership.
3. Advance the interests of the profession in the community and with the public.
  - a. Grow the BSA's sphere of influence within the public, communities and government.
  - b. Organize the BSA & Foundation to respond to opportunities that advance our design impact within the communities and the public
  - c. Increase my time to 50% focus on extending community and member relations, and provide opportunities for key staff to build stronger working relationships with the AEC and design community, community and government leaders, and wider world.
4. Increase the impact of BSA Space as a center for architecture, design and the built environment.
5. Provide leadership that encourages creativity, inclusiveness, and excellence for staff, volunteers and members.
  - a. Strengthen the relationship with the president and Foundation Chair while helping Board members understand their roles and the balance to productive/supportive leadership
6. Build the financial capacity and strengthen the revenue generating opportunities in support of the BSA and Foundation's missions.
  - a. Identify and develop new economic models and create a business plan for the BSA and BSA Foundation.



**Committee Name:** Committee on the Environment (COTE)

<b>Chairs:</b>	<b>Board Liaison</b>
<b>Blake Jackson (2016-2018)</b> Sustainable Design Director Tsoi/Kobus & Associates One Brattle Square Cambridge, MA 02238 <a href="mailto:bjackson@tka-architects.com">bjackson@tka-architects.com</a> (617) 475-4260	<b>Steven Burke (2016-2018)</b> Sustainability Manager SMMA 1000 Massachusetts Ave. Cambridge, MA 02138 <a href="mailto:sburke@smma.com">sburke@smma.com</a> (617) 520-9423
	<b>(Blake Jackson)</b>

**Mission:** Ironically, I could not find this on our site! Can someone help us locate this?

<b>Stats:</b>	<b>ENGAGEMENT RATIO</b>
Membership (mailing list): X FTE	
Participation (actual) 2016: X FTE	
Number of meetings 2016: X	
Average attendance/event: X FTE	
Budget/Cost: \$X/\$X (red=loss)	
E-mail correspondences X	
CEU's offered 25	
Cost/CEU \$X	

**Goals:**

1. Advocate for a comprehensive city-wide stormwater management plan
2. Market Transformation
3. Integration across/beyond BSA committees (SDL - USGBC – LBC – Nat’l COTE)
4. Training/mentoring
5. Collateral: social media/recorded meetings
6. 6-8 Meetings/year with average attendance of 20 FTE/meeting
7. Bigger coordinated events: Healthy Materials Summit, COTE Regional Summit, and AIA 2030 Summit
8. Train an annual AIA 2030 Fellow – stipend based, part-time position

**Outcomes/Highlights:**

1. Committee updated criteria for BSA Design Award & held jury – 6 projects selected
2. Provided training on DDX tool to prepare/introduce AIA 2030 reporting (pre AIA2030 Summit)
3. On-going engagement with the Harvard School of Public Health (conduit for future sessions)
4. 100-person event with Paul Hawken: 30-page white paper + 10-minute promo video:  
<http://www.nneaiacote.org/>
5. Annual AIA 2030 Commitment Workshop (presentation) + trained Fellow (Giovanna Araujo)
6. Healthy Materials Summit materials (presentation) with MA USGBC
7. Identified two waste stream partners regarding MA code enforcement and LEEDv4 projects

**Advocacy agenda: Please provide one idea which may help the Board craft an agenda for the coming year: Craft an City of Boston Integrated Stormwater Management Plan similar to other cities to realize and incentivize green infrastructure opportunities**



<b>2016 MONTHLY COTE CALENDAR</b>			<b>25</b>
<b>Month</b>	<b>Meeting Title</b>	<b>Presenter</b>	<b>CEU's</b>
JAN	Planning Meeting for 2016	Co-chairs only	0
FEB	BSA Design Award Kick-off	Co-chairs + Mary Fichtner	0
	AIA 2030/DDx Tool Boot Camp	Andrea Love (Payette)	2
MAR	MA MEP Code Updates: IBC 2015 (AIA 2030 Commitment due March, 31)	Cosentini Engineering N/A	2 0
APR	Healthy Buildings & Cognition	Dr. John Spengler (HVD SoPH)	2
MAY	No Meeting	N/A	0
JUN	Annual New England COTE Regional Summit	100+ leaders from New England	10
	BSA Sustainable Design Award Jury	5 jurors + Mary Fichtner	0
	Union/Summit Hackathon	Jacob Knowles (BR+A) – off-line	0
JUL	No Meeting	N/A	0
AUG	No Meeting	N/A	0
	(Hire AIA 2030 Fellow)	BSA + Co-chairs	0
SEP	CORE Meeting	Co-chairs only	0
OCT	Annual AIA 2030 Workshop	Giovanna Araujo + Panel	2
	Mercury Elimination	Product Stewardship Council	2
NOV	Healthy Materials Summit III	COTE + MAUSGBC	3
	C+D event	Emily Fabel	2
DEC	No Meeting	N/A	0

**2016 Quantification:**

3	Big Events	6	Presentations
3	Planning Meetings	1	Juries/Competitions
3	Small events	1	Whitepapers
1	Videos		

<b>2017 MONTHLY COTE CALENDAR</b>			<b>22</b>
<b>Month</b>	<b>Meeting Title</b>	<b>Presenter</b>	<b>CEU's</b>
JAN	Planning Meeting for 2017	Co-chairs only	0
FEB	Thermal Comfort & Glazing	Alejandra Menchaca (Payette)	2
MAR	Social Equity (AIA 2030 Commitment due March, 31)	Shawn Hesse (emersionDESIGN) N/A	2 0
APR	Circadian Lighting	Dr. Steve Lockley (HVD SoPH)	0
MAY	Coldham/Hartman Architects – Work	Tom Hartman (CHA)	2
JUN	Annual New England COTE Regional Summit	100+ leaders from New England	10
JUL	No Meeting	N/A	0
AUG	No Meeting	N/A	0
	(Hire AIA 2030 Fellow)	BSA + Co-chairs	0
SEP	Kern Center – Living Building	Jason Forney (Bruner/Cott)	2
OCT	No Meeting (Green Build Boston)	N/A	0
NOV	Healthy Materials Summit IV (pending)	COTE + MAUSGBC	2
DEC	Annual AIA 2030 Workshop	TBD (Fellow + panel)	2