



To: BSA Board of Directors & BSA Voting Members
From: Tim Love AIA, President
Re: BSA Annual Meeting Agenda
Date: Thursday, December 10, 2015

The Annual Meeting of the Boston Society of Architects will be held at 6 pm on Thursday, December 10 in the BSA Space gallery, 290 Congress Street on the second floor. The meeting will be followed by a reception in conjunction with the Student Design Showcase.

This is a joint meeting of the 2015 and 2016 members of the Board of Directors.

AGENDA

6:00 pm Pre-reception
6:15 pm Welcome
6:20 pm Minutes of the November 12, 2015 meeting [VOTE]
6:25 pm President's address
6:35 pm Proposed FY2016 budget [VOTE]
6:45 pm Valedictories
6:50 pm Acknowledging New & Newly Licensed Members
7:00 pm Passing of the gavel
7:10 pm Election results and introduction of 2016 Board and elected leadership
7:15 pm Adjournment [VOTE]
7:15 pm Reception and Student Design Showcase in BSA Space

ENCLOSURES

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2016 Elected Committees and Delegates p. 11

If you wish to add anything to the agenda, please notify the chair prior to the meeting.

2016 BSA Board Meeting Dates

Thursday, January 14 – Joint reception for BSA & Foundation	6pm
Friday, January 15 – Board orientation	9am-3pm
Thursday, March 10 – Board meeting	Noon
Thursday, May 5 – Board meeting	Noon
Thursday, June 30 – Board meeting	Noon
Thursday, September 8 – Board meeting	Noon
Thursday, October 6 – Board meeting	Noon
Thursday, November 10 – Board meeting	Noon
Thursday, December 8 – Annual meeting & reception	6pm



November 12, 2015 Minutes of the board

Present: Jean Carroon FAIA, Jim Collins FAIA, Rick Dimino, David Eisen AIA, David Fannon AIA, Joseph Geller, Emily Grandstaff-Rice AIA, Eric Höweler AIA, Peter Kuttner FAIA, Tim Love AIA, Liz Minnis AIA, Mark Pasnik AIA, Lee Peters AIA, Tamara Roy AIA, Elise Woodward AIA

Staff: Ben Cohen, Susan Green, Eric White

Absent: Greg Bialecki, Brandon Clifford, Mike Davis FAIA, Stephen Gray Assoc. AIA, Michael MacPhail AIA, Patricia Seitz AIA, Bradford Walker AIA

Welcome: Noting the presence of a quorum, President Love called the meeting to order at 8:12am and welcomed the BSA board.

Minutes of Prior Meeting: Upon a motion by Roy, seconded by Kuttner, it was

VOTED to accept the minutes of the September 10, 2015 board meeting as submitted;

Unanimous.

Budget and Q3 Updates: White introduced the budget discussion and Q3 reports and noted that quarterly budget breakdowns will be given beginning in 2016 for comparison purposes and to note progress. Treasurer Collins presented proposed 2016 budget.

Upon a motion by Grandstaff-Rice, seconded by Roy, it was

VOTED to approve the 2016 budget as proposed;

with one abstention.

Membership Dues Proposal: White presented the revised dues structure to be implemented in 2017. Key objectives are to support professional licensure and students in advancing the profession and simplifying the dues structure. The proposed changes would yield no net change in income to the organization. Dimino proposed that revision include language to accommodate biennial board review for automatic increases.

Upon a motion by Pasnik, seconded by Minnis, it was

VOTED to approve the revised dues structure with Dimino's suggested change;

with one nay.

Big Sibs Update:

Grandstaff-Rice reported on the annual Big Sibs meeting in Portland, OR and presented a draft of a Sustainability Agreement of the Big Sibs Chapters. The Agreement includes sustainability metrics in awards programs, identifying a Board position responsible for the Chapter's sustainability strategy, AIAU sustainability training free of charge, and the participation in a Green Trail of sustainable buildings nationwide.

Upon a motion by Dimino to approve the agreement, seconded by Roy, it was

VOTED to approve the agreement;

with one abstention.

AIA MA Chapter
Agreements &
Membership Service
Plan:

White presented the National requirement for core member service requirements. Chapters will now go through an accreditation process. We are working on updating agreements with other MA chapters to provide member services.

Love noted that as we increase the civic engagement profile at the BSA, we have a stronger interest in who is appointed to those boards/roles. Professional requirements and urban realm design discussions were the two areas of advocacy that both organizations perform. Love recommended that we have more people involved at different levels of committees and organizations. He proposed a meeting of civic engagement task force and other interested members. Love will coordinate with Woodward and Davis to follow up.

Civic Task Force
Update:

Love reported in Schneider's absence that the Suffolk Downs design workshop has been pushed to January, and that the Imagine Boston event received the greatest turnout to date for all Boston 2030 activities.

Other Business:

White reported that, as we become more involved in civic activities, requests have been made for us to endorse individual firm proposals. He affirmed that our response has been that we will make no such endorsements but would work with the selected team once the decision has been made.

In response to the tie in the board elections, White recommended that a governance committee be formed to manage changes in the by-laws.

Board Self-assessment:

Adjourn:

Mark Pasnik AIA
Secretary

Boston Society of Architects	2014 Actual	2015 Budget	2015 Reforecast	2016 Budget
Income Statement				
Revenues				
AIA Documents	141,001	128,488	140,321	140,321
Website	113,516	84,500	136,500	118,500
ABX	2,425,592	2,360,000	2,360,000	2,560,050
Development/Education/Grass Roots	56,121	85,800	43,597	44,100
ArchitectureBoston	301,722	253,000	302,000	306,000
External Support/Gov't Affairs/Civic Programs	10,073	18,000	8,000	0
Membership	1,970,100	1,912,350	1,927,581	1,930,752
Chapter Letter	0	0	0	0
Honors and Awards	206,561	232,300	201,055	205,500
Allied Organizations	97,621	56,625	48,275	45,775
Board & Miscellaneous	8,118	8,000	6,425	7,500
Professional Communities Committees	7,700	0	0	0
Communications/Public Outreach	283,234	205,000	179,600	180,000
Compensation and Benefits	0	0	0	0
Human Resources	0	0	0	0
Accounting and Finance	0	0	0	0
Network and Membership Data Management	0	0	0	0
Supplies and Operations	0	0	0	0
Investments	177,906	160,000	50,805	75,805
Building Management	0	0	0	0
Royalties and other	4,272	2,000	2,000	2,000
Total Revenues	5,803,539	5,506,063	5,406,159	5,616,303
Expenses				
AIA Documents	8,945	5,500	6,200	6,500
Website	43,567	35,460	26,500	28,260
ABX	1,535,275	1,400,000	1,400,000	1,612,896
Development/Education/Grass Roots	41,420	63,450	45,997	33,100
ArchitectureBoston	371,753	352,900	364,520	359,680
External Support/Gov't Affairs/Civic Programs	54,763	58,000	53,750	27,000
Membership	47,714	47,000	32,526	32,500
Chapter Letter	0	0	0	0
Honors and Awards	177,870	190,000	178,261	205,600
Allied Organizations	172,806	580,750	558,474	561,436
Board & Miscellaneous	30,791	27,600	25,108	26,100
Professional Communities Committees	8,953	15,000	10,583	17,000
Communications/Public Outreach	400,409	113,000	117,008	66,500
Compensation and Benefits	1,912,407	1,732,441	1,768,686	1,716,581
Human Resources	24,859	32,950	20,150	20,750
Accounting and Finance	135,124	140,790	139,043	138,040
Network and Membership Data Management	163,562	154,250	156,500	152,250
Supplies and Operations	62,988	60,600	54,891	51,700
Investments	37,622	41,000	36,500	38,500
Building Management	463,592	450,032	446,217	459,098
Royalties and other	560	0	0	0
Total Expenses	5,694,981	5,500,723	5,440,914	5,553,491
Operating Surplus/(Deficit)	108,558	5,340	(34,755)	62,812
Depreciation	430,281	297,775	302,107	301,928
Net Surplus/(Deficit)	(321,723)	(292,435)	(336,862)	(239,116)
Capital Expenditures				
Atlantic Wharf Fit out				
Database and Software				
Website				
Furniture & Fixtures				0
Equipment				
Landlord Incentive				
Total capex	0	0	0	0

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