



2023-24 Executive Committee Planning Meeting Agenda

Date: December 11 5:00-7:00

ZOOM

POTOMAC

CHAPTER

AMERICAN

SOCIETY OF

LANDSCAPE

ARCHITECTS

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Washington, DC 20003

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**Executive Committee
2023-2024**

President
Matthew Sellers (present)

President-Elect
Jules Krinsky (present)

Immediate Past President
Carla Ellern

Trustee
Rob Tilson (present)

Secretary
Loren Helgason (present)

Treasurer
Daniel Straub (present)

Executive Director
Christine Cotter (present)

Members At-Large
Khalid Almo (present)
Amanda Clerkin (present)
Lesley Conroy (present)
Connie Fan (present)
Lan Hogue (present)
Tony Kostreski (present)
Kara Lanahan (present)
Connor Price (present)
Amy Sommer (present)
Davis Walker (present)

Others Attending:
Jeff Kreps (present)
Abby Thomas (present)
Annie Varma (present)

<u>TIME</u>		<u>REPORTER</u>
5:00	Call to Order Welcome and Goals for the evening	Matt
5:05	Approval of Consent Agenda <ul style="list-style-type: none"> ● November 13th Minutes ● Membership Report ● Profit & Loss Statement ● Investment Report <p><i>Matt proposes postponing consent items until next meeting. No objections.</i></p>	Matt/All
5:10	National Conference Update <i>Updates on subcommittee co-chairs.</i>	Jeff
5:20	Foundation <i>Summary:</i> <ol style="list-style-type: none"> 1. Overview of initial formation and structure. 2. Shared Vision Statement, Mission Statement, and Memorandum of Understanding. 3. Currently only providing the Ballard Scholarship. 4. Review of operating expenses as relating to request for funding. 5. Foundation requests \$25K from Chapter investment funds for seed money and to help cover operating expenses. ExCom to consider at January meeting. 	Annie and Abby
5:30	Advocacy Update <i>Summary:</i> <ol style="list-style-type: none"> 1. Hearing date has been set. Bill will be set forth for DC Council to vote. 2. 4 months, at a total cost of \$31,200. ExCom to consider at January meeting.. 3. Updated advocacy email and letter forthcoming. 	Carla and Lesley
5:40	Budget Review <i>Financial Snapshot:</i> <ol style="list-style-type: none"> 1. Cash 2. Investments 3. 2023 Highlights 4. 2024 Highlights <p><i>Budget review of 2023 income & expenses.</i></p> <p><i>ExCom to discuss and finalize budget at January meeting.</i></p>	Matt
6:00	Smart Goals	

	<i>Agenda item not discussed.</i>	Matt
6:40	Events and new items (ie. Sponsorships) <i>Agenda item not discussed.</i>	Matt/Cris
7:00	Close	All

Attachments:

- **November Minutes**
- **Membership report**
- **Profit & Loss Statement**
- **Investment report**