

YOUNG ARCHITECTS FORUM | AIA PITTSBURGH | Advisory Committee Minutes of Meeting

This report confirms and records the interpretation of discussions which occurred and the understanding reached during this meeting. Unless notified in writing within seven (7) days of the date below, it will be assumed that the following interpretation or description is complete and accurate without exception.

MEETING NO.:	MEETING DATE:	TIME:	MEETING LOCATION:
2015-003	Wednesday, March 18 th , 2015	6:00 PM – 7:30 PM [1 HR – 30 MINS]	AIA Pittsburgh Offices The Bruno Building 945 Liberty Avenue, 3 rd Floor
PARTICIPANTS:			
JAH	Josh Harter, AIA	Chair	joshuaalan.harter@outlook.com
NG	Nicole Graycar, AIA	Vice Chair	ngraycar@yahoo.com
AN	Arthur Notaro, Assoc. AIA	Treasurer	artnotaro@gmail.com
RB	Ray Bowman, Assoc. AIA	Secretary	ray.bowman@gmail.com
BS	Bea Spolidoro, Assoc. AIA	PR Director	beaspoli@gmail.com
KW	Katie Walsh, AIA	2014 Past Chair	kathrynmw01@gmail.com
NGr	Natalie Grandinetti	AIA Pgh MM+C	ngrandinetti@aiaapgh.org
RK	Rachael Kelley	AIA Pgh	rkelly@aiaapgh.org
EF	Erica Frank	Pres. CMU AIAS	elfrank@andrew.cmu.edu
AH	Anastasia Herk, Assoc. AIA	2012 Past Chair	anastasia.herk@gmail.com
EP	Emily Putas, AIA		emily.putas@gmail.com

1.0 AGENDA ITEMS:

ACTION/STATUS:

JAH	Ongoing	1.1	Electronic Documents for 2015
JAH	Ongoing	1.2	Events Planning for 2015
AN	Ongoing	1.3	YAF Budget - 2015
JAH	Ongoing	1.4	A.R.E. Review Series 2014 - 2015
BS	Ongoing	1.5	YAF Social Media - 2015
JAH	Ongoing	1.6	YAF Newsletter - 2015
JAH	--	1.7	ACM Wrap Up

2.0 IDENTIFIED RISKS:

RK	Ongoing	2.1	YAF Pgh logo may now be in conflict with YAF national brand. YAF national branding policy to be investigated for YAF Pgh compliance.
	Ongoing	2.2	YAF Newsletter: concerns that a quarterly target is infeasible. Concerns that new newsletter will be in conflict with existing infrastructure (e Columns).
		2.3	YAF officers are expected to attend all YAF planned events.
EP	Ongoing	2.4	Efforts to reduce waste in printed YAF documents should be taken whenever possible (e.g.: double-sided printing).
JAH	Closed	2.5	YAF Events not coordinated with and reflected in YAF Catalogue of Events cannot be honored over planned events if future schedule conflicts should arise. YAF Chair will be responsible for coordinating YAF events schedule, please keep them informed.

3.0 DECISIONS:

NGr	Closed	3.1	Create a directory of officers / key team members with phone numbers as an editable Google document. Declined.
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3.0 DECISIONS (cont.):

JAH	Closed	3.2	An option to migrate YAF Dropbox to MS One Drive was rejected in favor of expanding Dropbox storage limits (for \$99/yr) should the need arise. BS: suggests storing photos on YAF Flickr account to reduce Dropbox storage and streamline access to photos.
AH	Ongoing	3.3	(25) Pirates tickets bought for YAF Tailgate on May 8 th , to be sold for \$25. Begin promotion and creation of graphics for event.
JAH/EF	Ongoing	3.4	Get-A-Crit Night event conflicts with Women in Architecture event. Investigate moving date to April 2 (first choice) or April 3 (second choice). Coordinate final date, promotion of event and purchase of food with JAH. UPDATE: Event will remain as scheduled for April 1 st , 6pm.
RK	Ongoing	3.5	Volunteers to contact RK to coordinate needs and times for Build Pgh 2015.
JAH	Closed	3.6	Will be replacing the scheduled presenter at the final ARE review of this season, BDCS

4.0 ACTIONS AGREED UPON:

AH	Ongoing	4.1	Passive House tour will be added to calendar – May 2015. UPDATE: Event will be scheduled for April 22 nd , 5pm. May be joint event with GBA.
BS	Ongoing	4.2	Will contact Matt Brind'Amour for status update on Architect Spotlight Happy Hour, Urban Tap, on June 3 rd .
BS	Closed	4.3	Warhol Museum Happy Hours to be added to YAF calendar on a case-by-case basis.
NG	Ongoing	4.4	Discuss with YAF National Chair to determine best practices for usage of national branding (see item 2.1)
JAH	Closed	4.5	AC is encouraged to attend wats:ON events from Mar 19 to Mar 21.
RB	Closed	4.6	Mentor matching event "Storey Telling" will proceed as scheduled on March 26. Coordinate final details with BS.
KW	Ongoing	4.7	Statewide mentorship pilot: during the process of determining a course of action, consider changing the verbage (coaching vs mentoring). Will send details to AC.
AN	Ongoing	4.8	AC is advised of upcoming GBA events on April 8, 10, and 14.
AN	Ongoing	4.9	Architects Action Day is scheduled for April 14 th , involves trip to Harrisburg to advocate for architect-friendly legislation. Will investigate whether travel expenses are eligible for reimbursement through AIA.
JAH	Ongoing	4.10	EF to be included on coordination efforts with Alexis McCune regarding Intro to the A.R.E. session scheduled for March 31. EP not required to attend.
JAH	Ongoing	4.11	Coordinate with Becky Spevack regarding opportunities to engage YAF Newsletter project with eColumns and AIA website (see item 2.2)

5.0 COMMITTEE UPDATES:

New	Build Pittsburgh: YAF Table promotion and programming to be discussed by a group of interested committee members at a date to be determined.
Ongoing	KW is compiling list of recently licensed PA Architects for annual toast.

6.0 Committee Timeline: (March 2015)

6.1	Refer to Annual Catalog of Events (attached)
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7.0 UPCOMING MEETING:

MEETING NO.:	MEETING DATE:	TIME:	MEETING LOCATION:
2015-004	Thursday, April 16 th , 2015	6:00 PM	AIA Pittsburgh Offices The Bruno Building 945 Liberty Avenue, 3 rd Floor

ATTACHMENTS:

Annual Catalog of Events

PREPARED BY:

Ray Bowman, Assoc. AIA [YAF Pittsburgh 2015]

DISTRIBUTION:

All Participants, YAF Membership, YAF Dropbox

DATE:

3/19/2015

Additional Information:

None.

"A goal without a plan is just a wish" Antoine de Saint-Exupéry – French aviator, writer [1900-1944]

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