

## 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:
2015-002	Thursday, February 19 <sup>th</sup> , 2015	6:10 PM – 7:45 PM [1 HR – 40 MINS]	AIA Pittsburgh Offices The Bruno Building   945 Liberty Avenue, 3 <sup>rd</sup> Floor

### PARTICIPANTS:

JAH	Josh Harter, AIA	Chair	<a href="mailto:joshuaalan.harter@outlook.com">joshuaalan.harter@outlook.com</a>
NG	Nicole Graycar, AIA	Vice Chair	<a href="mailto:ngraycar@yahoo.com">ngraycar@yahoo.com</a>
AN	Arthur Notaro, Assoc. AIA	Treasurer	<a href="mailto:artnotaro@gmail.com">artnotaro@gmail.com</a>
RB	Ray Bowman, Assoc. AIA	Secretary	<a href="mailto:ray.bowman@gmail.com">ray.bowman@gmail.com</a>
BS	Bea Spolidoro, Assoc. AIA	PR Director	<a href="mailto:beaspoli@gmail.com">beaspoli@gmail.com</a>
VDF	Vince DeFazio, Assoc. AIA	Comm. Director	<a href="mailto:defazio.vince@gmail.com">defazio.vince@gmail.com</a>
NGr	Natalie Grandinetti	AIA Pgh MM+C	<a href="mailto:ngrandinetti@aiaapgh.org">ngrandinetti@aiaapgh.org</a>
EF	Erica Frank	Pres. CMU AIAS	<a href="mailto:elfrank@andrew.cmu.edu">elfrank@andrew.cmu.edu</a>
SR	Sophie Riedel	VP CMU AIAS	<a href="mailto:sophieriedel11@gmail.com">sophieriedel11@gmail.com</a>
CH	Christian Hughes, Assoc. AIA		<a href="mailto:cjhughes910@yahoo.com">cjhughes910@yahoo.com</a>
MBA	Matt Brind'Amour		<a href="mailto:matt.brindamour@gmail.com">matt.brindamour@gmail.com</a>

### 1.0 AGENDA ITEMS:

#### ACTION/STATUS:

JAH	Closed	1.1	YAF Focus Achievements for 2015
NGr	Ongoing	1.2	Electronic Documents for 2015
JAH	Ongoing	1.3	Events Planning for 2015
AN	Ongoing	1.4	YAF Budget - 2015
JAH	Ongoing	1.5	A.R.E. Review Series 2014 - 2015
BS	Ongoing	1.6	YAF Social Media - 2015
VDF	Ongoing	1.7	YAF Newsletter - 2015
JAH	--	1.8	ACM Wrap Up

### 2.0 IDENTIFIED RISKS:

Closed	2.1	Specific language will be included in all Building & Construction Tour event materials identifying required personal protective equipment, and availability of such on-site.
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### 3.0 DECISIONS:

NGr	Closed	3.1	An option to upgrade YAF Dropbox capacity for a fee was decided against in favor of implementing a file archiving strategy to manage digital information.
JAH	Closed	3.2	It was decided that promotional graphics for events will be created. Highlighted events TBD. Resources to be assigned at YAF ACM 003.
AH	Closed	3.3	It was decided that the 2015 YAF Pirates Tailgate event should occur Friday, May 8 <sup>th</sup> . Ticket prices are not to exceed \$27.00.
	Closed	3.4	Building & Construction Tour events are to have no cost of attendance for 2015.
NGr	Closed	3.5	Officer titles of 'Past Chair' and 'Past Past Chair' will be changed to '(Year) Chair' on YAF Officers Webpage.

### 3.0 DECISIONS: (continued)

AN	Closed	3.6	2015 – 2016 A.R.E. Review Series pricing will include a ‘Pick 4’ option (\$80.00). Individual review pricing to be \$25.00.
AN	Closed	3.7	Mentor Matching budget will be reduced from \$500.00 (2014) to \$250.00 (2015).
AN	Closed	3.8	Parking Day budget will be reduced from \$100.00 (2014) to \$20.00 (2015).
AN	Closed	3.9	Architect Spotlight Happy Hours will be allowed \$50.00 budget (2015).
	Closed	3.10	YAF ACM 003 has been rescheduled for Wed. March 18 <sup>th</sup> , 6:00pm – AIA Pgh Offices.

### 4.0 ACTIONS AGREED UPON:

VDF	Closed	4.1	BBH : Inter-Office Happy Hour event will be removed from events.
RB	Ongoing	4.2	Lami Grubb : Inter-Office Happy Hour will be added to the events calendar. (Fall – TBD).
MB	Ongoing	4.3	Architect Spotlight Happy Hour event to be confirmed Wed. June 3 <sup>rd</sup> / June 10 <sup>th</sup> . \$50.00 budget approved. Promotional graphics needed.
EF/SR	Closed	4.4	YAF + CMU AIAS : Get-A-Crit Night event confirmed Wed. April 1 <sup>st</sup> , 6:00pm. \$100.00 budget approved. Promotional graphics needed.
NG	Closed	4.5	Promotional graphics to be provided for CH2M HILL/ IDC : Industrial Scientific HQ tour.
JAH	Ongoing	4.6	Investigate and proposed available dates for YAF + PUMP Happy Hour event for ACM 003.
BS	Ongoing	4.7	Investigate and propose pricing for 2015 YAF Table Banner (Tri-State Repro) at ACM 003.
AH	Ongoing	4.8	Firms to be proposed for 2015 YAF Advocates events at ACM 003.
NGr	Ongoing	4.9	Social media links to be provided for all YAF Officer Profiles on AIA website. Confirm whose profiles are still missing this information prior to ACM 003.
EF/SR	Ongoing	4.10	Reverse Crit Night to be planned for the fall. Details forthcoming by ACM 006.
JAH	Ongoing	4.11	Options for YAF + PSL team for fall season (bowling) will be investigated by ACM 006.
RB	Closed	4.12	Mentor Matching event will be Thursday, March 26 <sup>th</sup> . Time TBD.
AN	Closed	4.13	Select GBA events to be included in YAF events calendar. AIA member pricing applies.
KW	Ongoing	4.14	CRAN event to be scheduled June/ July 2015.
EF/SR	Ongoing	4.15	It was noted that a ‘Networking Basics’ presentation would be valuable to CMU AIAS. Further planning forthcoming.

### 5.0 COMMITTEE UPDATES:

New	An editorial subcommittee has been created for the YAF Newsletter including BS, VDF, RB, JAH, and NGr. All are welcome to participate in the creative efforts.
New	YAF Vice Chair Nicole Graycar will be presenting topics including the Missing 32% Project at the 2015 AIA National Convention in Atlanta, GA.
New	YAF Chair Josh Harter will be attending the 2015 AIA National Grassroots Convention in Washington D.C.
Recent	Christian Hughes, Assoc. AIA has been recently featured at the AIA Pittsburgh Website for his project 28 Black Architects in 28 Days. <a href="http://aiapgh.org/viewpoint/the-unbeaten-path/">http://aiapgh.org/viewpoint/the-unbeaten-path/</a>

### 6.0 Committee Timeline: (March 2015)

Tue. 3/3, 6:00p	6.1	Carpenters Training Center : LGMF, Door Framing
Tue. 3/10, 6:00p	6.2	Carpenters Training Center : Blocking Bulkheads
Thur. 3/12, 4:30p	6.3	CH2M HILL/IDC : Industrial Scientific Building Tour
Tue. 3/17, 6:00p	6.4	Carpenters Training Center : Drywall
Wed. 3/18, 6:00p	6.5	YAF Advisory Committee Meeting 003
Thur. 3/19, 6:30p	6.6	CMU Spring Lecture Series : Emmanuelle Moureaux
Tue. 3/24, 5:30p	6.7	A.R.E. Review Series : BDCS – Josh Harter, AIA
Wed. 3/25, 6:00p	6.8	Carpenters Training Center : Acoustical Ceilings
Thur. 3/26, TBD	6.9	Mentor Matching + YAF : Program Re-launch
Mon. 3/30, 6:30p	6.10	CMU Spring Lecture Series : Lorcan O’Herlihy

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## 6.0 Committee Timeline: (March 2015, continued)

Tue. 3/31, 6:00p 6.11 Carpenters Training Center : Casework

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## 7.0 UPCOMING MEETING:

MEETING NO.:	MEETING DATE:	TIME:	MEETING LOCATION:
2015-003	Wednesday, March 18 <sup>th</sup> , 2015	6:00 PM	AIA Pittsburgh Offices The Bruno Building   945 Liberty Avenue, 3 <sup>rd</sup> Floor

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### ATTACHMENTS:

None

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### PREPARED BY:

Ray Bowman, Assoc. AIA [YAF Pittsburgh 2015]  
Joshua Harter, AIA [YAF Pittsburgh 2015]

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### DISTRIBUTION:

All Participants, YAF Membership, YAF Dropbox

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### DATE:

2/27/2015

### 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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