

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:
2015-004	Thursday, April 16 th , 2015	6:00 PM – 7:10 PM [1 HR – 10 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
VDF	Vince DeFazio	Comm Director	defazio.vince@gmail.com
NGr	Natalie Grandinetti	AIA Pgh MM+C	ngrandinetti@aiaugh.org
RK	Rachael Kelley	AIA Pgh	rkelly@aiaugh.org
EF	Erica Frank	Pres. CMU AIAS	elfrank@andrew.cmu.edu
MBA	Matt Brind'Amour		matt@ifcollc.com
JA	Joe Adiutori, Jr., Assoc.. AIA		jja5055@gmail.com

1.0 AGENDA ITEMS:

ACTION/STATUS:

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

2.0 IDENTIFIED RISKS:

VDF	Closed	2.1	Vince DeFazio will be leaving a vacancy at the Communications Director position due to his acceptance of out-of-town employment (see item 4.12). The AC congratulates him and wishes him as good a life as one can lead in Philadelphia.
NG	Ongoing	2.2	Emphasized need for YAF to prioritize participation in events, and to determine what sort of events are most relevant to core YAF goals.

3.0 DECISIONS:

JAH/NGr	Closed	3.1	Directory of officers / key team members: physical sheet passed around. Intent to input names and contact information into an editable contact directory.
JAH/RK	Closed	3.2	Following an email vote, the existing YAF logo will be maintained with the addition of mission tenants (leadership, mentorship, fellowship)
JAH/RK	Closed	3.3	Following an email vote, the existing YAF logo will be maintained with the addition of mission tenants (leadership, mentorship, fellowship)

3.0 DECISIONS (cont.):

JAH	Ongoing	3.4	Collab Happy Hour w/ PUMP – Arsenal Bowling Lanes to be scheduled for end of June 2015.
RK	Ongoing	3.5	YAF Advocates presentations: advised to contact board members for future presentations.
KW/RB	Ongoing	3.6	CRAN event: panel discussion. Coordinate potential dates for event. UPDATE: combine with building tour. Will advise at next meeting.
BS	Closed	3.7	New banners to be purchased. Documents to be uploaded by 4/20, printed in time for Build Pittsburgh (4/23) at a cost of \$150.
BS/RK	Ongoing	3.8	YAF 'business cards' are approved to be printed pending design review.
JAH/RK	Ongoing	3.9	Coordinate a delivery system for YAF content using existing AIA infrastructure. YAF to create more content. Determine a promotional strategy for this content.

4.0 ACTIONS AGREED UPON:

AH	Closed	4.1	4080 Passive House Building Tour date change: April 28 (previously April 22)
NGr	Ongoing	4.2	Will contact interested parties RE: subcommittee to activate YASC Riverlife space under the Ft Duquesne Bridge. (JAH, BS, JA, RB, NG) Topics will include programming for the duration of the exhibit.
MBA	Ongoing	4.3	Architect Spotlight Happy Hour date holding at June 3. Start time to be 6pm, Programming starting at 6:30pm
[AH]	Ongoing	4.4	Pirates Tailgate: Link to purchase tickets online has been provided, all YAF members are advised to do their part to sell all tickets. Location tentatively determined to be in the same lot as 2014.
NGr	Ongoing	4.5	Build Pittsburgh: YAF to publicize on social media.
RB	Closed	4.6	Mentor Matching: Schedule "Storey Telling" event for fall 2015. Avoid terms 'mentor matching'. Target board to be present during event. Grow network in anticipation of piloting "Philly Method".
AN	Ongoing	4.7	GBA Emerging Professionals: Coordinate happy hour or similar event for August/September.
MBA	Ongoing	4.8	YAF Budget: AC is advised to explore a small cover charge for happy hours and similar events. Charging a cover may encourage commitment and create perception of value to events.
JAH	Ongoing	4.9	Explore event-specific flyers to be passed out at events. Flyers showing dates of big events (e.g. ARE review sessions) could have the most value.
NGr	Ongoing	4.10	Preservation Pittsburgh: seeking ways of securing YAF involvement in future projects.
NGr	Ongoing	4.11	Community Design Center of Pittsburgh: seeking ways of securing YAF involvement in future projects.
BS/JA	Ongoing	4.12	Coordinate replacement for VDF at Comm. Director.

5.0 COMMITTEE UPDATES:

BS	Closed	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:
2015-005	Thursday, May 21 st , 2015	6:00 PM	AIA Pittsburgh Offices The Bruno Building 945 Liberty Avenue, 3 rd Floor

ATTACHMENTS:	PREPARED BY:
Annual Catalog of Events	Ray Bowman, Assoc. AIA [YAF Pittsburgh 2015]

DISTRIBUTION:	DATE:
YAF Membership, Dropbox	5/8/2015

Additional Information:

CORRECTION to meeting minutes from the 3/18 meeting: Omit 'declined' at the end of item 3.1.

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

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