

**MINUTES OF THE EXECUTIVE COMMITTEE OF THE WESTERN COUNCIL OF
ARCHITECTURAL REGISTRATION BOARDS – WCARB REGION 6
Telephone Conference Call
3:00 p.m. Pacific Time**

Tuesday, December 6, 2016

Roll Call:

Jon Baker, Region 6 Chair
Jim Oschwald, Region 6 Director
Ed Marley, Vice Chair
Jay Cone, Secretary/Treasurer
James Mickey, Member, NV
Scott Harm, Member, WA
Gina Spaulding, Region 6 Executive Director

Approval of the Minutes:

Motion: Jay Cone (ID) moved to approve the minutes from the June 17, 2016 regional summit in Seattle, WA and the Executive Committee minutes from June 18, 2016. Motion seconded by Ed Marley (AZ).

Vote: All in favor. Motion passes.

Chair's Report:

Jon Baker briefed the Executive Committee about the Regional Leadership (RLC) call that he and Spaulding participated in earlier in the day. The Regional Leadership Committee is comprised of all six regional chairs and execs and the NCARB 1VP and NCARB staff. The focus of the committee is to develop the plenary sessions and overall agenda for the Regional Summits and to collaborate on ideas for workshops for the NCARB annual business meetings.

The focus of the RLC call was going through and finalizing the agenda for the Regional Summit in Jersey City, NJ on March 10-11, 2017. Another topic of discussion during the call was ICOR's feedback being solicited from NCARB. All member boards should have received an email from NCARB about this issue.

2017 Regional Meeting Planning:

The Executive Committee worked to develop the agenda for the 2017 WCARB Regional Meeting and discussed at length the major issues that are currently under discussion within the region.

The Executive Committee has a discussion regarding the ongoing question of whether there should be a change in the regional dues. Marley provided a spreadsheet to the ExCom showing the difference in drawing down the reserves with a \$500 per year reduction and also a \$1000 per year reduction in dues. Both options would require relatively big changes in a few years' time regarding the WCARB Budget. Baker suggested that relative to regional costs, it might be a good idea for the Executive Committee to develop a set of questions for the members

regarding what expenditures and regional costs are important to them. Cone provided a draft list of the questions to ask the membership.

The questions focused primarily on:

- whether the region should reduce its dues;
- importance of the regional dinner and whether to subsidize guests; and
- whether to continue to pay for travel to the meetings for the Executive Committee members, since those are the primary regional expenses aside from the Executive Director compensation.

Mickey asked Cone if the questions could be rephrased so that they were neutral. Once the questions have been finalized, Spaulding will develop a Survey Monkey and send it out to the members of Region 6 for response and comment. Regional member responses will help to inform the Executive Committee on the direction of the White Paper, which is almost complete except for the "Dues" portion of the paper.

Elections at 2017 Regional Meeting:

There will be two open positions on the Executive Committee: Ed Marley and Jay Cone. Marley is eligible for one more term and Cone has served his two allowed terms. The region will also elect a new regional director, a position currently held by Jim Oswald. Jim is currently serving his first of three allowed one-year terms.

2017 Regional Dinner in Jersey City, NJ:

Spaulding told the Executive Committee that the budget for the regional dinner would need to be increased as the dinner prices in Jersey City mirrored those of New York and was much more expensive than other locations where the dinner had been previously held. It was difficult to locate a dinner venue in Jersey City that could hold a group the size of Region 6. Also for the first time, Regions 3 and 6 will hold a joint regional dinner as a way to foster collaboration, best practices and ideas, communication and friendship between the two largest regions in the NCARB community. The regional dinner will be held in the Manhattan Ballroom on the top floor of the venue hotel which will eliminate the cost for transportation to and from the dinner.

Motion: Marley moved to transfer \$3,000 from the region's travel budget to the Regional Dinner budget for the 2017 regional dinner. Motion seconded by Jon Baker.

Motion: All in favor. Motion passes.

The meeting was adjourned at 4:30 p.m. by Chair Baker