



Chapter Meeting Minutes

30 September 2018, Budapest, Hungary, Budapest Music Center

1. **Call the meeting to order** – a quorum of chapter members was present.
2. **President's report** – Carsten Hanssen, AIA Int'l Associate, 2018 President
 - a. Carsten noted that the Chapter accreditation process will be started at the end of 2018 and continues through January 15th 2019. This process occurs every three years.
 - b. The student participation in the Kosovo Spring 2018 Conference was noted as a success and enriching to the local architectural community.
 - c. Carsten noted that a request to access the financial data had been formulated at the Pristina chapter meeting. He pointed out that the financial report of the treasurer is available to all members on request and that all members who desire more detailed information on the chapter's expenses have free access to all the financial data at disposal of the treasurer (Sandra Zettersten) and the administrative consultant (Elizabeth Heudebourg).

3. **Treasurer's report** – Sandra Zettersten, AIA, Treasurer 2017/2018

Ms. Zettersten thanked the Board for the vision and the actual accomplishment of so many administrative and awards initiatives, leading the way into a healthy future for the chapter. She emphasized the need for the support of our numerous generous Corporate Sponsors that enable us to provide professional Continuing Education Conferences at a reasonable registration rate and adding to the technical knowledge of our AIA Europe Chapter members. She provided a financial summary. *See Treasurer's Report Financial Summary in the Appendix.*

4. **Secretary's report** – Jacob Spruit AIA, Secretary. [See Membership Report](#)

Currently we have 232 members.

5. **reSite partnership & MESZ memorandum of understanding**

reSite

An agreement was signed with reSite and the Chapter at the Kosovo conference with a promise of good future collaborations. This agreement contains the following points :

- The agreement is valid for a term of collaboration of two years, and will be re-examined by the board after that
- Collaboration with Continuing Education Committee: approved learning units.

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AIA

Continental Europe

- 10 Partner passes to reSITE events (over the term of the agreement).
- 50% discount for Chapter members to reSITE events.
- Promotional material and promotional actions beneficial for both AIA Europe and reSITE.
- Direct link of websites between AIA Europe and reSITE through their respective logos.

MESZ (Hungarian Association of Architects)

An agreement of mutual understanding was signed with MESZ at the occasion of this Budapest Conference with a promise of good future collaborations. This agreement runs for a period of five (5) years and contains the following objectives :

- I. To exchange information and create an understanding of the structure, standards and legal requirements for the profession in each country.
- II. To exchange information concerning standards and methods of professional practice unique to each country.
- III. To exchange information on new technologies, methods of application and practice in architecture, planning and construction particularly those that advance a more sustainable planet.
- IV. To exchange information on the role and responsibility of MÉSZ and AIA Continental Europe in the protection of public health, safety and welfare in their respective countries.
- V. To exchange information and create an understanding of the means and methods that may be employed to enhance and preserve each country's cultural uniqueness, distinctions and heritage.
- VI. To encourage the participation of students and academic institutions in the dialogue and exchange of professional ideas.
- VII. To participate in continuous and dependable means of communication between MÉSZ and AIA Continental Europe and their members via ARCASIA, UIA and other existing networks of architects.

6. Emerging Professionals

Discussion occurred regarding the overall concern for getting new members and emerging professionals involved in the chapter, particularly candidates that are not familiar with the AIA already. There is a need to prove and show value and benefits of the chapter membership to potential new members. This effort requires funding and a financial solution - potentially lower initial fees and/or increased sponsorship.

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7. Points requested by members

A discussion ensued regarding future planning of chapter conferences and potential alignment with IR conferences. Hosting two chapter conferences a year has been the norm but it seems to be becoming difficult finding two host cities each year. The potential to host a joint conference every other year with the IR chapter was discussed. An alternative solution was proposed where only one chapter conference is held each year and multiple section meetings are held during the rest of the year to replace the second conference.

8. **Renewal of board positions: Election, New Board of Directors** – Tiffany Melançon, Int'l Assoc. AIA, 2017 Past President and Head of Nominating Committee

The nominations were as follows:

- | | |
|--|---|
| ● President: | Les Jordan, AIA |
| ● First Vice President, (President elect): | Bard Rama, Int'l Assoc. AIA |
| ● Vice-President: | Stefan Bieri, Int'l Assoc. AIA |
| ● Secretary: | Jacob (Jake) Spruit, AIA |
| ● Treasurer: | Ali Yapicioglu, AIA |
| ● France Section Director: | Alireza Razavi, AIA |
| ● Germany Section Director: | Eddie Johnson, AIA |
| ● Italy Section Director : | Royce LaNier, AIA |
| ● Switzerland and Liechtenstein
Section Director: | Roland Busenhart, Int'l Assoc. AIA
Bari Wetmore Salathe, AIA |
| ● Northern Section Director: | Ryan Wakat, Assoc. AIA |
| ● Southern Section Director: | Sophia Gruzdzys, AIA |

Officer continuing from 2018 for 2019 includes:

- | | |
|-----------------------------|-------------------|
| ● Eastern Section Director: | Alexis Sanal, AIA |
|-----------------------------|-------------------|

The nominations were approved unanimously.

Election **International Region Director**

Renewal of the position (two-year post): post for 2019 - 2020.

- | | |
|-------------------------|-----------------------------------|
| ● IR Director 2019-2020 | Carsten Hanssen, Int'l Assoc. AIA |
|-------------------------|-----------------------------------|

This nomination was approved unanimously.

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9. Upcoming conference reports

a. Copenhagen – Spring 2019

Jacob Spruit and Ryan Wakat presented a few slides regarding the upcoming Spring 2019 Conference. Dates are set for 11-14 April 2019.

See presentation slides here.

b. Fall 2019 – ???

No conference was set yet (at the time of the chapter meeting), different locations are discussed. The possibility of a conference in Zurich has been abandoned so there are two new proposals : a joint conference with AIA UK in Dublin or a conference in Porto. It was decided that the board should decide before the end of 2018 in between these two cities or other options if the would be presented to the board.

-> Subsequently it was decided and approved by the board in october 2018 that the Fall 2019 conference will be in Brussels (on a proposition of Tom Vonier and Charles Croigny) and that the Spring 2020 conference will be held in Porto.

c. Singapore - AIA IR conference

The IR conference will take place in Singapore on November 1st-4th. The actual IR representative of our chapter, Tiffany Melançon is unable to assist. She has asked Carsten Hanssen, who has accepted, to go and represent our chapter at this event in her place.

10. Diverse business

- a. Michelle Montgomery has been appointed as the new Communications Committee Chair and we welcome and thank her for taking on this role.
- b. **Special thanks** were given to Nora Demeter for organizing the very successful Budapest Conference, and to Sandra Zettersten for her longstanding dedication to chapter and service as treasurer.

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AIA Continental Europe

11. **Closing remarks.** Motion was made to adjourn the meeting and approved.

Recorded by Jacob Spruit, AIA, Secretary.

[See Attendance Sheet](#)

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Treasurer's Report

September 2018 Financial Summary

Assets to date on both US and French accounts amount to €92,000 (\$69,000 + €33,000). This amount will decrease once the Budapest Conference expenses are paid.

Conferences:

The Budapest conference:

- Revenue:
 - Registration €29,100
 - Sponsors €10,776

- Expenses :
 - Paid to date (16/09) €9,500
 - Expected post-conference €22,000

The conference is expected to have a surplus, once final bills are paid post-conference.

The Kosovo conference:

- Revenue:
 - Registration € 7,075
 - Sponsors € 9,745
- Expenses: €12,942

The Kosovo conference finished with a surplus of €1,400

Sponsors: The Chapter's 2018 Corporate Sponsors are:

AIA Europe Silver Sponsors--€5,000

- ABB
- Laufen
- Schüco

AIA Bronze Sponsors--€2,500

- Dip Tech
- Sipral
- Swisspearl

Sandra Zettersten, AIA remains the Sponsorship Chairwoman.

Membership-related revenue for 2018 is expected to be around €25,000.

General operating expenses for 2018 will be approximately €38,000. This includes the cost for representation of the Chapter at the two important AIA events : Grassroots and the National Convention.

In addition, the Chapter offered a student scholarship of €5,000 to 2018 recipient Amanda Bryant Dues remained stable at \$110 for AIA, Int'l Assoc. AIA, Assoc. AIA / €110 for local memberships.

Sandra Zettersten, AIA, Treasurer AIA Europe Chapter 2017 / 2018

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AIA Continental Europe

Membership Report

Membership Tracking 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018 (September)																		
Country Breakdown	Membership Level																	
	2010	2011	2012	2013	2014	2015	2016	2017	2018 (September)	2010	2011	2012	2013	2014	2015	2016	2017	2018 (September)
Belgium	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bulgaria	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Canada	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
China	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
France	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Germany	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Italy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Japan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
UK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
USA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Local	188	206	210	216	218	222	222	222	222	222	222	222	222	222	222	222	222	222

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