

ATTENDEES

OFFICERS

Ashley Steffens, President
 Charlene LeBleu, Past President
 Sadik Artunç, President Elect
 Hala Nassar, Second VP
 Galen D. Newman, VPR
 Jun-Hyun Kim, Secretary & VPC
 Ebru Özer, Treasurer

DIRECTORS

Forster Ndubisi, Academy of
 Fellows Chair
 Yiwei Huang, Student Director
 Amanda Passero, Student
 Director-Elect

REGIONAL DIRECTORS

Jolie Kaytes, Region 1
 Kirk Dimond, Region 2
 Taner Özdil, Region 3
 Matthew Kirkwood, Region 4
 David Barbarash, Region 5
 Region 6 - Open
 Elizabeth Brabec, Region 7
 Region 8 - Open
 Nadia Amoroso, Region 9
 David Myers, Region 10
 Region 11 Open

Join Zoom Meeting Sept 19th, 12 Noon
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STAFF

Peter Kralka, Executive Director

MINUTES

PRESENTER	AGENDA ITEMS	ACTION
Sadik Artunc Peter Kralka	1. Welcome and Call to Order In absence of Ashley Steffens, CELA President, Sadik Artunç, the CELA President-Elect, called the meeting to order at 12:00 Noon, EDT a. Attendance Report Absent participants are noted in red font above.	
Sadik Artunc	2. Changes to Agenda	No changes were suggested to the agenda
Robert Corry Toni Gunnison Charlene LeBleu	3. <i>Landscape Journal</i> a. <i>Update on the LJ Vision Task Force</i> There are 6 members on the Task Force. They were asked to review the existing <i>LJ</i> contract and to compare it with other <i>comparable Landscape Architecture Journal</i> contracts, to make sure that we are maintaining a high-quality <i>Journal</i> . The next step is to look into the details of the contract and then into the editorial structure. b. <i>State of the Journal Annual Report</i> The fiscal year runs from January 1 st to December 31 st . After completing the fiscal year, the <i>journal</i> is doing well, because of increased membership. The previous period is completed and \$65,055.54 check was requested for CELA.	

	<p>Subscriptions are up slightly. Feel free to reach out to Toni with questions.</p> <p><i>c. LJMOU</i></p> <p>Charlene said that there is MOU in place for 38:1-2, 3 are back under edit, David Pitt is the assistant editor and is working with authors. There are 14 manuscripts with different stage of review. The issue 37:2 was sent to the Press.</p>	
Sadik Artunc	<p>4. Consent Agenda (<i>requires motion and approval to accept or request items be moved to the Working Agenda for further discussion</i>)</p> <ul style="list-style-type: none"> d. August 15, 2019 Minutes e. August Financial Update f. IMI Hours Report 	<p>Motion was made and second to accept the consent agenda.</p>
Peter Kralka	<p>5. Executive Office Report</p> <ul style="list-style-type: none"> a. The CELA AoF Election and Nominations from CELA BOD (deadline Sept 23rd) <p>The CELA Academy of Fellows (AoF) are inviting nominations to the AoF. A call for nominations was sent out to all Fellows on September 2nd. The deadline for nomination submissions is October 1st. Voting ballots will be distributed on October 9th and the election will end on November 1st. The CELA BOD will be able to submit five Fellow nominations before October 1st deadline.</p> <p>The ED was asked to add all Fellows to award section of the website</p> <ul style="list-style-type: none"> b. The CELA 2019-2020 Calendar Update <p>A calendar with deadline dates related to call for abstracts, AoF nominations, program awards, and CELA Leadership election was developed and posted on the website. The calendar is for the months of September through February, and the six months are on one page only, that's why the font is so small.</p> <ul style="list-style-type: none"> c. General Liability and Directors & Officers Insurance Policy <p>Since the CELA got the non-profit status reinstated, it is possible now to obtain the general liability and Directors & Officers insurance policies. The general liability is mandatory for all non-profit organizations, and the D&O is optional. We recommend to obtain both, plus an additional umbrella policy. The premiums quoted for CELA are very low, compared to what we usually see. It is most likely related to the nature of the CELA. Proposals with quotes and coverages are among with other files on the website.</p> <p>The CELA Treasurer noted that these details were sent to her from the TRIAD and the current budget does support this expenditure.</p>	

	<p>d. LegacyTexas Account Update</p> <p>We were not able to change signers on the LegacyTexas bank account. The CELA is no longer registered in the State of Texas, so it's not eligible to maintain a bank account in the State of Texas. This is the reason we were not able to proceed forward. We will be closing the account next month when CELA President is back in the US, and can send a notarized letter requesting closing of the account.</p>	
Sadik Artunc	<p>6. President's Report</p> <p>a. CELA Standing Committee Priorities for October Conference Call</p> <p>Each chair is required to update priorities for their committee descriptions and send to ED before the next BOD meeting.</p> <p>b. Strategic Plan Update</p> <p>Subgroups are meeting now through Zoom Meetings and continue completing the strategic map.</p>	
Charlene LeBleu Elizabeth Brabec Hala Nassar	<p>7. Standing Committees Reports/Updates</p> <p>a. Conferences & Events</p> <p>CELA 2020, planning is going very well. 95% with aligning cost for the conference. Registration material and registration will go up at the time when is deadline for abstract submission. Budget will be completed soon.</p> <p>Planning for tours are coming together as well.</p> <p>b. Standing Committee on Organization and Structure (AoF Bylaws Section)</p> <p>Have been working on bylaws as a whole. One major section is related to the AoF and incorporating it to the general bylaws. The AoF had their own bylaws, but since they are not a separate organization but part of CELA, this is one of sections of the CELA Bylaws.</p> <p>c. The CELA Awards</p> <p>The Standing Committee Chair on Awards, Recognition announced program awards deadlines as posted on the website and suggested sending reminders every two weeks. The ED cautioned frequent reminders to avoid discontinued subscriptions to Constant Contact.</p> <p>The Past President informed that there is a way to categorize constant contact e-mails to prevent unsubscribing..</p> <ul style="list-style-type: none"> • Clare Cooper Marcus, CELA Lifetime Achievement Award nomination 	

	<p>The TRIAD puts forward a nomination for Clare Cooper Marcus as the Life Time Achievement Award. Clare Cooper Marcus is known for work in health qualities of landscape, and wrote two books and several mini articles.</p>	
	<p>8. Other CELA Business Board Actions a. Vote on obtaining General Liability and Directors & Officers Insurance Policies b. Vote on Lifetime Achievement Award (Clare Cooper Marcus)</p>	<p>Motion made, second, and approved to obtain the proposed insurance policies for the CELA BOD.</p> <p>Motion made, second, and approved to nominate Clare Cooper Marcus for the Lifetime Achievement Award.</p>
	<p>9. Adjourn</p>	<p>Sadik Artunç</p>