

## **AIGA Richmond Board Meeting**

6:30 pm, April 21, 2008

Delux

### **In attendance:**

Kim Spencer, president

David McIntosh, membership and volunteer

Edith Ridderhof, treasurer and administrator

Lauren Kitts, student liaison

Holly Rodriguez, public relations coordinator

Megan Terry, events co-coordinator

Tyler Darden, vice president

Roy Wilhelm, membership and volunteer

Peyton Rowe, student liaison

### **Absent:**

C.J. Hawn, events co-coordinator

Minutes recorded by Edith Ridderhof

Edith read the prior minutes. Peyton motioned for them to be approved, Lauren seconded. Minutes were approved by a unanimous vote.

### **Member Report (David)**

Students now over 50% of membership

Edith mentioned letting students know if they continue membership after graduating, they get 50% off their dues their first year as an associate. Lauren will contact Sage, VCU student chapter president about this

David will include link to "How your money is spent" in his email signature. This is the link to the national site and explains how membership dues are spent.

Full membership report attached to minutes.

### **Financial Report (Edith)**

Full financial report is attached to minutes

### **Web Report (Kim)**

Has updated events on site so chapter events get top billing. Link is included to other area events that may be of interest to the design community.

Kim added the iTunes university podcasts to resource page.

Kim will email Brown Bag Lunch (BBL) panel for list of resources and recommended reading list to add to our resource page.

### **Sponsorship (Kim)**

Kim has packet almost laid out. She will post a pdf of it on the hub for comments and suggestions probably within the next two weeks.

**Roundtable (Holly and David)**

Roundtable will be held on Tuesday, April 22, 2008, at Home Team Grill. Will have about 8 participants. Holly is to confirm attendee list.

Agenda is on hub for review

Kim will stop by and make an appearance late and also use the chapter check card to pay the check.

**T-shirts (Lauren)**

Lauren presented a price of \$9.70 per shirt plus \$30 in set up fees. If we order 100 shirts, that's \$10 a shirt, not including any tax.

It was agreed to sell shirts for \$15 as this is not a money making venture. This will be a test of response and also a chance to get our name out there — on people's backs.

Shirt will be regular Asphalt. Organic is too expensive at this time.

Lauren presented size breakdown and hopes to have shirts by May Happy Hour.

**Happy Hour (Kim)**

Happy Hour is May 13 at Legends. They are not reserving space outside but we can if we get there in time.

**Picnic (David)**

Realized that scheduled date is June 15 and Father's day. Shelter has been reserved and paid for.

David will call Park system to see if we can change the reservation or what other options may be available. Otherwise, event will still be held on June 15.

**Seminar Recap (Kim)**

Event considered a success although venue could be better. Room was a bit awkward for the presenter. Had 55 in attendance and so far feedback has been good.

**Brown Bag Lunch (BBL) (Megan)**

Good event although room small and lacked tables for people to eat lunch although a vast majority did not bring lunches.

Megan suggested this might be a better evening event. Tyler and Edith countered that many professionals do not want to attend events like this after working all day. However, it was agreed that topic must be very narrow to fit in lunch time slot.

Edith mentioned that some chapters added time either before or after for socializing. Those only interested in the actual presentation could skip the social part.

Megan will email panel to than and to get feedback.

**Speakers (Kim)**

Kim said Cliff Soah is tentatively scheduled for August although she has been unable to speak directly to him..

It was noted that speaker proposed for the members' meeting were too "big draw" and chapter would spend too much for too few. Kim asked for other speakers or ideas for the fall meeting.

**Misc. Business (Kim)**

Roy has not started on article for newsletter. Is still searching for topic. Edith needs to finish hers on finding a job in Richmond (for students) and have tweaked.

Meeting was adjourned at 8:45 pm

Next meeting scheduled for May 19, 2008

**Addendums:****Membership Report:**

*For the month ending March 31, 2008:*

Students	81
Associates	13
Professional	66
Total Members	160

New	1
Renewed	2
Reinstated	1
Dropped	7
Net change	-3

**Financial Report:**

*For the month ending March 31, 2008:*

Membership dues	\$963.74
Other Revenue	388.00
Expenses	1,721.26
Total	(\$369.52)

Current Funds: \$16,100.60