

IFDA - New England Chapter Board Meeting: August 2014

Meeting Minutes

Meeting Date, Time: August 14th, 2014, 12:20 – 2:20 pm

Meeting Place: Boston Design Center, 5th Floor

<u>TOPIC/TIME</u>	<u>DISCUSSION</u>	<u>FOLLOW-UP/ACTION</u>
Meeting begins		Meeting started 12:20 pm
Attendance		Karen, Rob, Gary, Rose Ann, Jen, Jane,, Christine; Peter, not excused, Al, Dianne, Bob and Vivian excused
Acceptance of meeting agenda		Accepted
Acceptance of IFDA-NE Board Meeting Minutes	Board Meeting Minutes from June 2014	Accepted

<p><u>Treasurer's Report –</u></p> <p><u>Gary Rousseau</u></p> <p>Balance as of 7/31/14: \$23,832.00</p>	<p>June Cruise – Tastefully Done -\$1,568 Harbor Cruise Net Income: \$190.23</p> <p>Other expense details:</p> <p>Greg Premru – Photo Shoot giveaway from Styling Event -\$1000 Refund for the writing workshop – Jackie Petrouski - -\$150 Deposit – NE Arch Finishing - +\$75</p> <p>All sponsors have paid;</p> <p>Moving bank accounts has not been done yet</p> <p>Karen asked about the \$1700 tax penalty; abatement expected.</p> <p>Membership Premium Book Sponsors: 1 outstanding payment of \$75 to be received</p> <p>Chapter rebates for membership dues received.</p> <p>Writing workshop host fees for Non-members hosting workshop sessions:</p> <p>Debbie to be kept on as bookkeeper – she is doing well. Continuing review of bank – likely to switch to Bank of America.</p> <p>Karen and Gary to review budget in September and include a review of Amy's costs.</p>	<p>Invoice to Poggenpohl sent on 8-13 For third quarter.</p> <p>Penalty waived!</p> <p>Gary to follow up for Sept. meeting</p> <p>Allstone and Discover Tile to pay \$100 each.</p>
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<p style="text-align: center;"><u>Membership</u></p> <p><u>Rob Henry and Vivian Robbins</u></p> <p>Current membership: 131 including students</p>	<p>Rob is continuing to talk with many prospective members and mentioning the discounts offered to members in the second half of the year, as well as the further reduction in cost as of Oct. 1.</p> <p>Vivian, nothing to report but more discussion on attracting younger members, perhaps offer more networking events to share our knowledge. Brainstorming:</p> <p>Jennifer: create a Junior level Membership and also an ambassador program Jane: focus on emerging young professionals Karen: form a committee to integrate all the above in future programs and events</p> <p>Jane: Is the cost of our membership causing us to loose members, especially for young designers?</p>	<p>Rob and Jen review the idea of a questionnaire to be handed out at Louis Postel's workshops – important to get members and non-members feedback about IFDA – to start on retention and finding new members this fall.</p> <p>Rob will follow up on all new member leads generated from Louis' workshops...</p> <p>Vivian to follow up at Sept. meeting, since she was excused for the August meeting</p> <p>Discuss at Sept. meeting. Discuss committee formation at the Sept. meeting</p> <p>Reduced rate for designers new to the field;</p> <p>Karen will follow up with the membership.</p>
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<p><u>Programming</u></p> <p><u>Jen Driscoll</u></p>	<p>Louis Postel Writers Workshop:</p> <p>Writers' Workshop with Louis Postel – 7 sessions – to start August 27; Sept. 24th date will not held due to Rosh Hashanah; the workshop that week will take place on Sept. 23.</p> <p>Designer Showcase deadline is September 12th;</p> <p>September 18 DLF Tour and Reception with IFDA and ASID notice to go out...</p> <p>She needs 2 flat screens for the October Designer Showcase event There will be 8 awards and a new student award.</p> <p>If there are not enough entries in a given category that have merit, refunds will be given to those who entered that category.</p> <p>Question about October 15th date; two competing events; BRAGB and ASID. Vote on changing date.</p> <p>November Event to be scheduled – Chef Bill; December Holiday Party</p>	<p>Survey to be handed out at the workshops to include questions about IFDA in general, membership, etc. We need feedback on how we are doing! Vivian to follow up with Jen to evaluate results and plan on follow-up with the membership.</p> <p>The date can be extended to Sept. 19th – no entries yet!</p> <p>Update: Tour and Reception at no charge; seminar charge is \$20 per member.</p> <p>Board vote maintained the existing date; Jen noted that the judges and Gail Ravgala have been booked for that date and that Metro Cabinets is all set as well – further that the ASID and BRAGB events are not major events.</p> <p>Rob noted that we should try to avoid any conflicts and felt that it was still early enough to make the change in date.</p> <p>Board vote: 2 to change date; 5 to keep existing date; the motion did not carry; the October 15th date was maintained.</p> <p>Clarke cannot host November event; update: Miele cannot host the</p>
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<p><u>Hospitality</u> <u>Dianne Ramponi</u></p>	<p>Dianne not present</p>	
<p><u>Technology/Communications –</u> <u>Karen, working with Amy</u></p>	<p>Our Summer Newsletter is out; Continuing announcements thru Constant Contact about the Louis Postel Workshop, Sept. DLF event, etc.</p>	
<p><u>Education and Education</u> <u>Foundation</u> <u>Jane Toland</u></p>	<p>Grants – there are two the chapter can apply for; Jane is working on them; one grant has been awarded to another chapter; one remaining. Jane to contact Boston area interior design programs again, now that it's fall. Jane is no longer working at the BAC; she has left to take a job at Pine Manor College. She will follow up with the BAC program to see what changes there may be. Jane is also going to be a National IFDA Board Member-At-Large.</p>	<p>Jane will follow up with Jen on Louis Postel's workshops; Jane to complete grant application and submit it before Sept. 17th</p>
<p><u>Sponsorship</u> <u>Rose Ann Humphrey</u></p>	<p>Sponsor updates: Donna at Staron expects to become a sponsor</p>	<p>Rose Ann to follow-up; no news on Staron</p>
<p><u>Community Relations</u> Christine Kay</p>	<p>The summer event that Chris coordinated with Ron. McDonald brought in \$6000 for the house. Chris asked that the \$1000 that the board approved be donated to the Ron. McDonald House. Chris to work with Jen to coordinate the Angel Tree presentation and location at the holiday party in December.</p>	
<p><u>Industry Communication of</u> <u>Events – Bob Grossman</u></p>	<p>Bob was not present. He has updated the calendar on the web-site.</p>	

<p><u>Future Directions</u></p> <p><u>Peter Griffin</u></p>	<p>Peter was not present.</p>	<p>.</p>
<p>President's Report</p>	<p>National Meeting will run from Sept. 17-19 in Philly.</p>	
<p>Other discussion</p>	<p>We need to follow up on Membership Premiums – a monthly Constant Contact is going out to remind members to use them.</p> <p>Location of our board meetings; we can no longer use the 6th floor dream house space – it is being renovated.</p>	<p>We voted unanimously to change to the 5th floor seminar room for our board meeting location.</p>
<p>Meeting Adjourned</p>		<p>Regular business meeting adjourned at 2:20 pm Next meeting is Sept. 4th.</p>