



## THE REGION OF THE VIRGINIAS

May 2013 Report

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### **HEADLINES**

#### **REPOSITIONING**

In early May, I hosted a conference call with Chapter leaders and executive directors to identify a way to get members' input on repositioning. Also, Rhea George from VSAIA invited Chapter leaders to participate in a Webex call on May 23<sup>rd</sup> where the VSAIA Board would be briefed on repositioning. It was agreed that each Chapter would gather input from its members and we'll reconvene by phone **on June 5<sup>th</sup>** to hear updates, review the voting rules for the convention and review officer candidates.

The AIA is committed to a member-driven dialogue on how it should position itself to be relevant and to provide meaningful value to its members. Now is the time for your voice to be heard! There are tools on the AIA's landing page to help Components host a dialogue.

More information is available at: <http://www.aia.org/about/repositioning/index.htm>

#### **What You Can Do**

- Monitor the AIA/repositioning [webpage](#). AIA National will be announcing grant opportunities to assist local components as they develop methods to reposition at a local level.
- Share what you are doing to "drive positive change" with other component leaders. How will your local component change resources and priorities?
- Hold a "town hall" to share and discuss the Statement of Purpose and the Position Statement with your members. Ask how they think it should inform your choices moving forward. Remember, you don't need to decide what needs to change, ask your members to tell you.

#### **COMMUNICATION WITH CHAPTERS**

One of the struggles I have as your Regional Director, is communicating the many initiatives that the AIA is pursuing at the national level on your behalf. Instead of peppering you with e-mails, I ask that you read the Annual Report. It gives a "snapshot" of what's going on and is very informative. I have hard copies if anybody wants one. These will get you "up to date":

[2012 AIA annual report](#) (PDF; 755 KB)

[AIA's Statement of Purpose and Position Statement](#)

These are all available on the AIA's website [aia.org](http://aia.org)



**AIA NATIONAL CONVENTION** June 19 – 23, 2013 in Denver Colorado.

**REGIONAL DINNER**

The Regional Dinner will be on **Friday June, 21<sup>st</sup> at 7:30pm at *Earl’s Kitchen & Bar*** at 1600 Glenarm Place in the downtown area. Phone 303-595-3275 for information or visit the website at <http://www.earlsdowntowndenver.com/> Please RSVP to [mpcox@vcu.edu](mailto:mpcox@vcu.edu) by June 14<sup>th</sup>.

**OFFICER CANDIDATES FOR 2013**

The following members have declared their intent to stand for election in 2013:

<b>2014 First Vice President, President-Elect</b> (one will be elected)	Dennis Andrejko, FAIA	AIA Buffalo, NY
	Kevin Flynn, FAIA	AIA St. Louis, MO
	Deb Kunce, FAIA	AIA Indianapolis, IN
	Elizabeth Chu Richter, FAIA	AIA Corpus Christi, TX
<b>2014-15 Vice Presidents</b> (two will be elected)	Nicholas Docous, AIA	AIA Central Valley, CA
	James Easton Rains, FAIA	AIA North Carolina
	Thomas Vonier, FAIA	AIA Continental Europe
<b>2014-15 Treasurer</b> (one will be elected)	T. Gregory Ames Jr., AIA	AIA Connecticut
	John P. Grounds, AIA	AIA Washington DC

**BYLAWS AMENDMENTS**

Pursuant to the two amendments proposed at the May 2012 convention, The Board members present unanimously agreed to sponsor the following Bylaws amendments:

- **Rights of Associate and International Associate Members:** Components would be authorized (but not required) to have Associate and International Associates as officers. Associates may not hold more than two seats or 1/3 of the total seats, whichever is greater, even if this amendment is adopted.
- **Allied Members** – Chapter Allied members would be permitted to use the phrase “Allied member of the [Name of Chapter] Chapter of the American Institute of Architects” to describe themselves.

These will be voted upon by the general membership at the Convention in Denver this June.



## NEW REGIONAL DIRECTOR

I hereby formally request statements of interest from candidates for the position of **Regional Director of the Virginias**. Attached to this report are two documents to assist candidates with the process. One is a "[position description](#)" which details the role, responsibilities and time commitment. The other is an [application](#) which candidates should complete and forward to me **no later than August 2, 2013**. These two documents will also be available on the Regional Directors landing page on the VSAIA website. If you scroll down on that page, you'll see a list of past Regional Directors for the Virginias starting with Paul Barkley in 1984 when our Region was formed.

Please call me at 804-828-0905 if you have any questions or want to discuss this great opportunity further!

### New Regional Director Election Timeline:

<b>June 2013</b>	Regional Director requests names of nominees from Chapters and the Regional Board. Notice is given to all AIA Virginia and AIA West Virginia members via their websites. A nominating committee is appointed by the Regional Director.
<b>July 2013</b>	Nominations are closed.
<b>August 2013</b>	Nominating committee reviews the list of candidates and selects a nominee.
<b>September 2013</b>	Nominating committee presents the nominee to the Region of the Virginias Board. The Regional Board then elects the new Regional Director.
<b>September 2013</b>	AIA National is notified of the next Regional Director. The Regional Director-Elect is appointed to a committee and entered into the e-mail system.
<b>Oct – Nov 2013</b>	Regional Director-Elect shadows existing Regional Director and learn about processes, responsibilities and organizational matters.
<b>December 2013</b>	Regional Director-Elect attends orientation in Washington DC.
<b>January 2014</b>	New Regional Director starts his or her term.

The new Regional Director's term will start in January 2014 but there will be an orientation session at AIA headquarters in early to mid-December 2013.



## Region of the Virginia

### Regional Director Position Description

### Introduction

The primary duty of the Regional Director is to represent the Components within the Virginia at the national level. The AIA National Board Handbook (Chapter 5) further details this role. One quotation from that Chapter bears repeating here:

"Regional Directors are selected to serve on the AIA Board because of their experience, contributions to the profession and understanding of the region or organization that selects them. As a director, your viewpoint should be national in scope, while at the same time representing your region's or organization's unique interests"

A copy of Chapter 5 and a copy of the Regional Bylaws for the Virginia are attached for reference.

### Time Commitment

The term of service for each Regional Director is 3 years. One third of the AIA National Board cycles off every year and a new group cycles in. Thus, the composition of the Board changes every year. For each of these three years, the Regional Director is expected to attend the following meetings:

Spring	Grassroots (Wash DC) AIA Board meeting
Summer	AIA National Convention AIA Board meeting
Fall	AIA Board meeting (usually outside of Wash DC)
Winter	AIA Board meeting (Wash DC) AIA Presidential Inaugural

In addition to attending the meeting, the Regional Director is expected to actively participate in them as needed. The Director should be sufficiently aware of the components views on the matters being discussed and debated so that he or she can faithfully represent the components. The AIA hosts WebEx



## Region of the Virginias

### Regional Director Position Description

calls about one or two weeks before each Board meeting. This acquaints the Director with the issues to be discussed and also enable him or her to contact components if their input is needed.

Each Director is assigned to serve on a national committee or is given an assignment of national scope. The committee work takes place outside of the regular board meetings. Most committees have regular (usually monthly) conference calls and some meet in person one time per year. The Regional Director-elect provide a narrative or a copy of their resume outlining their strengths and interests. Based on that, they are appointed to a committee by the AIA President.

Holding this office is an extremely rewarding experience, but requires a serious time commitment; and candidates are encouraged to seek support from their employer to make sure they can meet the obligations before taking on this role.

### **Duties & Responsibilities**

An extremely important aspect of the Regional Director's responsibilities is his or her role as liaison between the AIA Board of Directors and the components within our region. It is essential that Regional Directors serve as a communication link between the Institute and the components to ensure a two-way flow of pertinent information, resources, and general concerns.

#### Chapter Visits

As liaison, the Regional Directors should visit each of the six components at least one time per year.

AIA Blue Ridge	AIA Northern Virginia
AIA Central Virginia	AIA Richmond
AIA Hampton Roads	AIA West Virginia

The AIA provides a stipend each year for this purpose. The Director must initiate contact with the components and follow up with them to arrange the meetings. The Virginia Society AIA is also a component and the Regional Directors should maintain close contact with the VS AIA. A sample copy of the Chapter contacts is attached.



## Region of the Virginias

### Regional Director Position Description

#### Reports

The Regional Director is expected to provide monthly reports covering matters being discussed and debated at the national level (sample attached). Although AIA national provides "talking points", the components really appreciate a report that is custom designed for their interests. Ideally these will be posted on the websites of VSAIA and AIA West Virginia so that all members in both states will have access to the updates. A sample report is attached.

#### Regional Board Meetings

The Regional Board is composed of those members of the VSAIA Board of Directors who are not officers, plus the President of AIA West Virginia, plus the Regional Director, and finally, the Regional Associates Director. The Regional Director chairs all regional board meetings which are typically inserted into a regularly scheduled VSAIA board meeting since the overlapping membership is a great.

There are no regularly scheduled Regional Board meetings in the Virginias since there is an infrequent need to decide matters as a board. However, the Regional Director should convene regional meetings as needed. As an example, there was confusion on voting at the AIA National Convention business meeting, so a conference call was scheduled in April before the May convention to clarify the rules for everyone. There will be a need to nominate and vote upon Regional Associates Director and the Virginias Regional Director's eventual replacement. Both of these require a regional board meeting. Any Bylaws changes also require a regional board meeting. In the past, there have been regional retreats, usually scheduled in the summer. However, recent budget shortages have prevented such events.

#### Young Architects Regional Director and Regional Associates Director

The Regional Director is responsible for recruiting (or assisting in recruiting) young talent to fill the following roles when the term of the incumbent expires:

- Regional Associates Director
- Young Architect Regional Director

The Young Architects Forum (YAF) nominates and elects the YARD (Young Architects Regional Director) every two years but may request input from the Regional Director if applicants are scarce. The Regional Director must recruit a new Regional Associates Director (RAD) when the term of the incumbent expires. The election process for the RAD is outlined in the Bylaws.



## Region of the Virginias

### Regional Director Position Description

#### Committee Appointments and Nominations

On occasion, there will be opportunities to appoint a member to a national committee. These notices usually come from the Institute Secretary. The Regional Director is responsible for recruiting and recommending qualified people to fill these positions as appropriate.

#### Dinners and Receptions

The Regional Director is responsible for organizing social gatherings at national events such as Grassroots and the AIA National convention. This can take the form of a reception or a regional dinner. The region has no budget and in fact is prohibited from creating one. The Regional Directors should identify a restaurant or space in the host hotel well in advance of the event since these fill up fast.

### Election of New Regional Director

Below is a general timeline for the last year of the incumbent Regional Director.

June	Regional Director requests names of nominees from Chapters and the Regional Board. Notice is given to all AIA Virginia and AIA West Virginia members via their websites. A nominating committee is appointed by the Regional Director.
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August	Nominating committee reviews the list of candidates and selects a nominee.
September	Nominating committee presents the nominee to the Region of the Virginias Board who then elects the new Regional Director. AIA National is notified and the Regional Director-Elect is appointed to a committee and added to the e-mail list.
October	Regional Director-Elect shadows existing Regional Director and learn about processes, responsibilities and organizational matters.
December	Regional Director-Elect attends orientation in Washington D.C.
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THE AMERICAN INSTITUTE OF ARCHITECTS



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**Region of the Virginias**  
Regional Director Application

7. One of the roles of the Regional Director is to nominate AIA members to serve on national task forces or committees. How would you go about finding the best talent from the Virginias for such initiatives?

8. Why are you interested in taking on this role?

9. What more would you like to tell us about yourself or your experiences, or what you would hope to accomplish as Regional Director?

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