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**IAP2 BC Chapter  
Minutes of the Executive Committee  
Meeting #041**



February 24 2015

12:00 p.m.

Teleconference

**Attending:**

**Catherine Rockandel (CR)**, President  
**Drew Ferrari (DMF)**, Secretary  
**Carolina Quintana-Kohut (CQK)**, Training Coordinator  
**Lisa Moilanen (LM)**, Partnership Development Coordinator  
**Sarah McKinney (SM)**, Treasurer  
**Daniella Fergusson (DF)**, Member Services Coordinator  
**Michele Aucoin (MA)**, Director at Large/ Special Projects  
**Anthea Brown (AB)**, Special Projects- Electronic Media

**Regrets:**

**Andrea Winkler (AW)**, Director at Large/ Special Projects

**1.) Call to Order**

The meeting was called to order at 12:07 pm

**2.) Agenda**

1. Call to Order
2. Agenda
3. Executive Committee Workplan  
implementation of the work plan discussed at January's planning meeting, identify commitments and implementation
4. Training
5. Recent Activities of Board Members
6. Next Meeting
7. Meeting Adjournment

**3.) Workplan**

Planning a series of events, leading up to and including the AGM (one on Island perhaps and at least one on the Mainland)

Assign two co-champions for each event.

**possible events:**

**PIBC**- plug in to one of their monthly events (Daniella would be one champion- Catherine the second)

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May, June and October slots are available, June date seems preferred. Evening event (6-8 pm)  
“Tools trade show” type of format

May 5th and 6th CTC will be also back in Vancouver for the EOP2 training, this might be another opportunity for an event, say May 5<sup>th</sup> from 6:00- 8:00 pm with PIBC.

**action: Daniella to confirm a date** (May 5<sup>th</sup> preferred)

**Vancouver Island Event**- Victoria-based with government/municipalities (David Hume was a previous contact), possible date- using case studies as examples, engaging the public in municipal issues.

April 27<sup>th</sup> to May 3<sup>rd</sup> to coincide with the Dialogue Partners training already going on.

**action: Lisa to see if at least a social event could be mounted in conjunction with Dialogue Partners training.**

**Local Government/Municipal Gov't**- This could also take place in the fall, but consider the timing of UBCM meeting (Sept 22-25 in Vancouver) (UBCM might also be a possible venue), as well as IAP2 North American conference (Sept 10, 11 in Portland).

**UBCM**- Anthea to investigate this

**action: Anthea**

**CPRS**- possible partnering event in the fall- Lisa to investigate

**action: Lisa**

**AIBC/Architecture Canada**- Drew to explore

**action: Drew**

**Outreach to Engineering communities**- many different types of engineers, we would need to target specific sub-audiences.

Also hold an event in the Fall, as well as an event in conjunction with our AGM

Nov 16<sup>th</sup> to 18<sup>th</sup>, CTC will be doing another training in Vancouver- ideal to link our AGM with this timeframe to capture some of the attendees from this training.

Possibly doing a Fail Fest at the AGM.

Create a template for both logistics and general content.

Set a date for confirming these commitments- week of March 9<sup>th</sup> to 13<sup>th</sup>

Consider possible names for this series of event- branding. What do we we call this?

- ‘Building Engagement Plans for Success’

Michelle- has prepared an AVITAR outline

intent is to ensure that our activities are in line with our IAP2 stated objectives



#### 4.) Training

\$700.00 received from Dialogue Partners to promote EOP2 Training in Alberta and their next training in Foundations program in BC in April 2015 (In Victoria).

CTC has cancelled their March training in Vancouver- they were not able to get sufficient participants to make it viable.

IAP2 BC could take greater responsibility to promote to local government connections so that CTC will still feel that they are getting value from their relationship with us.

Let's revisit this issue at next meeting, how we can better support the trainers which also support IAP2. Catherine to mention CTC's support (and logo)

#### 5.) Recent Activities:

- **CPRS Luncheon on creative engagement techniques**- Lisa spoke at this last week.

- **Vancouver Women in Architecture**- Drew took part in this salon discussion on January 20<sup>th</sup> regarding engagement for design, along with Amanda Mitchell from City of Vancouver, and Cynthia Girling, Professor, Landscape Architecture, University of British Columbia; Director of

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elementslab

- **PIBC South Coast Chapter**- Daniella attended their last meeting

**6.) Next Meeting**

To be set for April by Catherine using Meeting Wizard.

**7.) Adjournment**

The meeting was adjourned at 12:52 p.m.