



Chicago U.S. Green Building Council – Chicago Chapter

Meeting Minutes

Committee: Programs Committee

Meeting Date: March 8, 2010

Attendees (In person):

- Meghann Maves
- Colin Rohlfing
- Karin Barden
- Austin Hahn
- Daniel Starr
- Debby Farley (phone)

Submitter Information

Name: Meghann Maves

Organization/Company: OWP/P | Cannon Design

Phone: 312.960.8044

Email: mmaves@cannondesign.com

Next Meeting

Date: April 12, 2010

Location: OWP/P | Cannon Design, 111 W. Washington, Suite 2100

New Business/Agenda:

- Anti-trust law acknowledgment - Acknowledged
- February Special Events – Tour update
- March Business Meeting - Update
- April - Special Event/RX tour update
- Annual Meeting and Board Elections early discussion

Minutes: 3/8/2010

- **Anti-trust acknowledgment – “The Ayes Have it”**
- **February 16th – MM Walking tour [Recap]**



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- We got great feedback from the survey monkey follow up, as well as individual feedback collected by tour guides (Daniel/Meghann/Debby)
 - Right amount of time
 - Right amount of showrooms
- Other feedback
 - Attendees would like to see more than “just” furniture showrooms next year, more diversity. Continue with soliciting CI offices (IIDA/USGBC/etc.)
- Other Notes:
 - Will plan to repeat for February 2011, start marketing in November (post Greenbuild)
 - Showrooms liked press having the press exposure, we will put out press releases and solicit more of this exposure for sponsors
 - We’ll save \$\$\$ on costs – the Chapter will not provide alcohol as all showrooms had food and beverage at their stops. We’ll write this in as a requisite for stops next year, esp. if good press from this year creates tour demand.
- **Follow-up:**
 - MM forgot to bring the “thank-you” cards for the committee to sign at the meeting – MM will write a thank you, and sign on behalf of the Program’s committee, and get signatures from Chapter staff before sending
- **March 11th Business Meeting – Regional Pecha Kucha**
 - Gensler confirmed as location, and \$1000.00 Oak sponsor
 - Alcohol has been ordered for 75 (current registration at 22, hoping for surge after the event reminder email goes out today)
 - ASA to will have booth as a new chapter sponsor
 - Conference Call w/ Speakers Tuesday
 - Explain introductions
 - Explain transitions
 - Set up order
 - Ask them to come around 5:30 PM
 - MM – moderator
 - **Follow-up:**
 - MM – email follow up with volunteers to confirm attendance



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- Karin – to assemble PPT presentation once all are received and send to Colin and I for feedback
- Karin will let Gensler know that their sponsor level entitles them to speak for a few minutes at meeting, in addition to putting out literature

- **April 20th (tentative) – Rebuilding Exchange tour**
 - How to target architects/designers as well as builders/contractors for attendance
 - ASA
 - Tap George T./Wendi to drum up CM/GC interest
 - John confirming 20th as actual day of on Tuesday, March 09, 2010 – aiming to have event posted by the end of the week
 - MM to bring projector day of, don't need AV or Chairs
 - **Follow-up:**
 - John/MM – Is alcohol okay? Do they have insurance?
 - John/MM
 - Follow up with N. Benjamin
 - Follow up with Studio Gang

- **May Business Meeting**
 - Potential Venue – 225 W. Wacker, but keep our eyes open downtown locations
 - Karin to get us Eco-Tour list from GB to we can start to researching
 - Speaker ideas?
 - Karin has contact information for Keven Graham and David Yocca with Sustainable Sites Initiative;
 - Congress for New Urbanism (HOK Board member/Colin to hook-up)
 - Austin to follow up with frm. Milwaukee mayor
 - Format: 2 presenters (LEED ND intro/in-depth SSI strategies)
 - Need to follow up with new sponsor ideas
 - **Follow-up:**
 - Karin to send Eco-tour list to MM/CR/AH to start vetting other potential locations



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- **NeoCon Tour – June 15, 2010; Noon – 4:00 PM**
 - New tour stops
 - 353 W Wacker (CS Public Space & CI interior Space)
 - AIA Offices (CI interior Space)
 - XOXO – (CI interior Space)
 - **Follow-up:**
 - Daniel or Karin to follow up with AIA lunch spaces and confirm if they have space to have lunch delivered
 - Karin or Daniel to follow up with XOXO to see if they want to donate a small food item/treat for end of tour

- **New Date! Tuesday, Aug. 17th - Boat Cruise**
 - Confirmed, new boat company – Chicago's First Lady
 - Same ticket costs as last year, but only wine and beer unlimited – no mixed drinks

- **Next Meeting – Tuesday, April 12th**
 - Annual Meeting – for November - Update
 - April RX Tour/Program – update
 - Gather/confirm volunteers
 - May Business meeting – update
 - Start gathering volunteers
 - Start planning July business meeting
 - Start planning September business meeting