

1. CHAPTER ADMINISTRATION

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2. CHAPTER MEETING INFORMATION

- Date:** The monthly Chapter membership meeting is held on the 3rd Tuesday of the month from September to June
- Location:** The Elephant and Castle Pub, 1201 Pennsylvania Ave NW, Washington DC. The restaurant is one-half block north of the METRO Federal Triangle Station on the BLUE / ORANGE lines and 2 block south of the Metro Center Station on the RED line.
- Time:** Networking / Happy Hour – 5:30pm, Dinner – 6:30pm, Program – 7:30pm
- Cost:** No charge to chapter members as dues cover costs. Members who do not attend are encouraged to offer their seat to interested prospective members. The costs for guests and members other chapters is \$40.00.

Board Meetings

The DC Metro Chapter meets monthly beginning in July of the fiscal year to the following June.

Location: KlingStubbins, 2000 L Street, Suite 215, Washington, DC 20036

If serious issues arise that require immediate response, the President may call, at his discretion, a meeting of the Executive Committee (the officers) or the entire Board.

3. COMMITTEES

- Academic Affairs:** Chair – Robert Moore
The Chapter maintains an active student chapter in the architecture department of the Catholic University of America. Professor Barry Yatt is a Chapter member and faculty contact. Members of the student chapter are actively encouraged to attend General Membership Meetings.
- Awards:** Chair – OPEN
It was determined that the Chapter did not qualify for Institute Awards. The committee recommended that the application for Outstanding Chapter be used to determine the direction and growth of the chapter in the coming year.
- By-Laws:** Chair – Thomas Feulner
The committee has had the revised Chapter By-Laws reviewed by legal counsel has submitted the revised draft to Mitchell Lawrence, Chair of the Institute By-Laws review committee (August 6, 2012). Once final approval is provided by Lane Bougher, Institute Secretary, the By-Laws can proceed to final membership approval.
- Certification:** Chair – Lauren Conners
The program goals this year are to institute study groups and classroom instruction to a loarger audience of potential test takers and continue to build upon programs from last year.
- Financial:** Chair – Mark Velsey
This committee is looking at ways to creatively fund better marketing of the Chapter.
- House:** Chair – Abigail Camacho
See above for General Meetings. Attendance is growing.
- Marketing:** Chair – Randy Estabrook
Randy continues to support the Chapter by updating the Chapter website with relevant information. He is also directing efforts to be more creative in marketing and advertising efforts of the Chapter.

Membership: Chair – Thomas Feulner
The breakdown of membership is as follows:
1 Professional Distinguished
2 Professional Lifetime
5 Professional Retired
6 Student
8 Emerging Professional
9 Professional Emeritus
117 Professional
148 Total

Program: Chair – Brian Boettger
Program Committee continues to provide educational programs for continuing education credit at monthly general membership meetings;

4. CHAPTER PROGRAMS

September 2012: Electrochromic Glazing: Dynamic Control of Solar Energy presented by Sage Glass;

October 2012: Acoustically Enhanced Gypsum Board Designed for High STC Walls presented by National Gypsum Company.

5. SPECIAL PROJECTS

- a. 60th Anniversary Celebration: April 2013 marks the DC Metro Chapter's 60th Anniversary of Incorporation. A special committee has been established and is planning a Gala schedule for April 6, 2013.
- b. Joint efforts are being discussed between the DC Metro Chapter, the Baltimore Chapter and the Northern Virginia Chapter to provide membership with broader offerings and larger audiences for networking.

6. DISCUSSION ITEMS FOR MEETING:

- a. Industry members have not seen the return on investment in the chapter they have hoped.
 - i. Solution: In addition to using the networking hour at general membership meetings the chapter has discussed taking 10 minutes just after dinner to have architects do Pecha Kucha related to the work they are doing. This can engage the membership at all levels
- b. Membership participation has been hovering at just below 20% for a few years.
 - i. The year the chapter will engage the entire membership with personal calls and a survey to design broader offerings at different times to suit the membership. In addition to dinners, lunches and breakfast meetings have been discussed.

Respectfully Submitted,

Brian Boettger, CSI, AIA, LEED AP BD+C, NCARB
President, DC Metro Chapter