

AIA Houston

## **URBAN DESIGN COMMITTEE**

**Meeting Minutes** (please see accompanying slides for reference)

Feb 18 2020

2020 UD Committee Chair:

Amna Ansari, AIA

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### **Conversation Series Format**

- Please see attached slides for reference
- Format agreed to change to following:
  - Invite one guest to have a discussion with the committee members
  - Does not have to happen during monthly committee meeting time, can be held morning, afternoon or evening – we will work with the guest's schedule
  - The conversation will be recorded for one hour.
  - The guest's recorded material will be edited down to 15-20 min video to upload to a You Tube Channel – AIA Houston's UD Committee Channel
  - The link to video and brief write-up will be shared on social media and AIA Friday's
  - Series Name and Description to be shared to the Chair (suggestions already received)
  - An invitation pdf will be created to email to the guests (in-progress)

### **Guests to Invite**

- Committee to email suggestions of list of guests to invite. The attached slides show potential guests – the dates have not been confirmed.
- Committee will start reaching out to guests with personalized emails starting week of 2/24, and begin filling up the calendar

### **Video/Audio Equipment**

- Committee members to research possibilities of borrowing equipment

### **Other Discussions**

- Resilience Plan signed by Mayor and rolled out by Marissa Aho last week.
- AIA All Chair Committee Meeting held Feb 5
- Monthly UD Meetings to be held at SWA Group on 712 Main St. Starting March.

END