

## LIA-HOUSTON

**MEETING DATE** 24 June 2019 and July 15, 2019 (Notes in green are the minutes from the June 24<sup>th</sup> meeting and the items in red are the notes from the July 15<sup>th</sup> meeting.)

**LOCATION** Calle Once and 100% Taquito

**SUBJECT** LiA-Houston – Committee Meeting

### MEETING NOTES

meeting notes

1 Creating the LiA-Hou Board – do we need the following and if so who do we approach for each chair position. On June 24, 2019, the following positions were selected:

- 1.1 Chair – Linda Camacho
- 1.2 Co-Chair – Bayardo Selva
- 1.3 Assistant (Secretary) – Ricardo Martinez
- 1.4 Finance Chair (Tracking the finances) – We will ask Laura Hernandez Zarea if she would like to take on this role. Ricardo will contact Laura.
- 1.5 Communications Chair (Social media) – Cesar Dominguez
- 1.6 Event Chair (Coordinating the Events) – Vilma Dominguez
- 1.7 New Committee Member Liaison – this will be taken on by the core board members. We could ask Cindy Villarreal. Bayardo will contact Cindy.

2 Need to create a brief summary with our mission to send out through social media, email blast, and invite people to join us. We need to be sure we are organized and have topics to discuss at the meetings. This will need to be translated so it is bilingual. Cesar will translate the mission statement and the purpose of the committee.

2.1 They will be monthly meetings with the committee members. Need to agree if we do them the 2<sup>nd</sup> Monday of every month at 6pm. The LiA- Houston committee will meet the third Monday of every month. Next meeting scheduled for August 19<sup>th</sup>.

2.2 The board meetings are bi-weekly. Need to set dates for board meetings and committee meetings. The board decided to meet after the committee if there were any topics that needed to be discussed separately from committee meeting.

3 Events:

3.1 September Hispanic Heritage Month. Obtain guest speakers for each of the items listed in our mission statement; September 12, 2019 at 6:00pm to 9:00pm. This is the goal but first we need to know if the speakers are available on this date. This is a tentative date. There will be a \$20 cover for the symposium that will be for the scholarship fundraiser. The event could be at Kirksey. Linda to verify if the space is available that day. We will serve drinks and appetizers. Will send out sponsorship letters to help us raise funds for this event and for scholarships.

3.1.1 Architecture – Cesar - Frank Gehry employee – Brian Zamora; Cesar is going to contact Brian and obtain further information – cost and when he is available. He is our first option. and Bayardo – mentioned we could have Carlos Jimenez, Alejandro Arevarena, Rey de la Raza, Rafael Longoria. These are our back up speakers if Brian cannot make it in September. Bayardo will contact them if Brian does not work out in September.

3.1.2 Art – Linda – Venezuelan artist, Edgar Medina; These artists could present in other dates during the year. Have quarterly presentations- architecture, cuisine, language, and art.

3.1.3 Cuisine – Linda – Hugo Ortega; He could present another time of the year.

3.1.4 Language – Linda – Rice, NASA scholar; they could present at a later date.

3.1.5 The symposium will be divided into quarters. Have each section last about 30-45minutes. Not all of the board was in agreement with this. It was not a full consensus but it was left as only having one person present in the symposium for the month of September.

4 Items we need to coordinate with AIA-Hou:

**4.1** LiA-Hou logo – Linda send logo information to Jennifer. Linda has contacted someone that knows Gonzo 247. He might be willing to do the logo for us. The board also opted to have this as an open competition. It will be listed in the email blast and social media.

**4.2** Facebook and any other social media – Send the information we want posted on facebook to Jennifer. By the end of this week, the board will have the email blast information so it can be reviewed and uploaded to social media and the AIA.

**4.3** Website – need to add the mission statement and activities. This will need to be bilingual.

**5** Verify that our committee does not interfere with Noma activities. – The board needs to review and discuss at the next meeting. Ricardo will be looking into this and provide the board with an update.

**6** Contact the AIA Liaison for our committee and invite him to our meetings. – Jennifer and Rusty need to confirm if AJ Sustaita will be the AIA Liaison. Linda to confirm with Jennifer who is the AIA Liaison. Per the last email received from Jennifer, she mentioned she was the liaison.

**7** Conference call with Marcia Calloway. – Linda emailed Marcia but she did not respond. Need to set up a meeting with her. Cesar was going to contact her and coordinate the meeting.

**7.1** Which dates and times work for you: Ricardo can meet during lunch. Board decided to let her decide the dates works for her.

**7.1.1** Wednesday, July 26<sup>th</sup> – she is available all day

**7.1.2** Thursday, July 27<sup>th</sup> – she is available after 3pm

## **8 Next Steps**

**8.1** Mentors for U of H – let them tell us how we can help. Roya Plache was going to provide Linda with the contact information for Dean and assistant. We have new people interested in joining our committee, they could coordinate with the Sarah Holloway. She is with the UofH Alumni Association.

**8.2** Discuss university student exchange (this was not discussed today at the meeting)

**8.3** Board needs to contact RDA for charrettes – contact them and see if they want our assistance. (this was not discussed today at the meeting)

## **9 Next Meeting Date – July 15, 2019 August 19, 2019**

### **10 July 15, 2019 Agenda**

**10.1** Review previous minutes and approve. The minutes were reviewed. A formal approval was not made.

**10.2** Discuss pending items. We did discuss the pending items with the exception of items 8.2 and 8.3.

**10.3** Discuss new items.

**10.3.1** We will need to set up the discussion that we would like to have once new committee members join. We have Luis Perez, Xavier Martinez, and one more person that contacted Linda. Linda will send them the invite to the next meeting and include Jennifer.

**10.3.2** Next meeting date will be board meeting, in two weeks. Could be a conference call. This was decided to occur after the committee meeting.

**10.3.3** Next committee meeting third Monday in August. August 19, 2019.

**10.3.4** Need to create a calendar listing the LiA Houston activities. The board will have a list created to review next week in the conference call with Jennifer.

**10.3.5** Linda to set up conference call for next week with Jennifer and board.

**10.3.6** Goals and action items for the next couple of weeks:

**10.3.6.1** Bayardo is going to work on sponsorship letters.

**10.3.6.2** Cesar is going to contact Brian Zamora and obtain further information – travel availability and cost.

**10.3.6.3** Cesar will translate the mission statement and purpose.

**10.3.6.4** The board will email each other the verbiage that should go on the email blast, AIA Friday, and social media. This is due by the end of this week, July 19<sup>th</sup>.

**10.3.6.5** Add the various activities that will be occurring – LiA logo competition due end of August