



Orlando Foundation for Architecture

Board Packet

February 2022

Prepared 2.19.2022



Orlando Foundation for Architecture

The Orlando Foundation for Architecture’s purpose is to promote public awareness, appreciation and enjoyment of the built environment, advocate for the preservation of historic architecture, demonstrate sustainable practices, offer scholarships for architectural education, and promote diversity in the architectural community.

2022 OFA Board of Trustees			
Name	Position	Email	Phone
Debra Lemons, AIA	Chair	dlemons@L2studios.com	407-496-7831
Jacki Hale, FAIA	Vice Chair	Jacki.hale.ea@gmail.com	317-945-4445
Mark Adams, AIA	Treasurer	madams@eleven18architecture.com	407-756-2119
Dean Hill	Secretary	terratecture@yahoo.com	317-626-8950
Kyle O'Connell, AIA	Trustee	koconnell@huntonbrady.com	407-839-0886
Peyton Robertson	Trustee	probertson@brasfieldgorrie.com	407-466-6299
Malcolm Jones	Trustee	MJones@scottcormia.com	407-660-2766
Frank Bosworth	Trustee	fbosworth@ufl.edu	?
Nathan Butler	Trustee	nbutler@hksinc.com	407-648-9956

OFA Committees:

- Scholarships: Chair: Debra Lemons
- Communications: Chair: Mark Adams
- Membership: Chair: Peyton Robertson
- Events: Chair: Greg Stock (former trustee)
- Tours: Chair: Jacki Hale
- BAM: Chair: Malcolm Jones
- Outreach: Chair: Dean Hill

AGENDA: February 21, 2022

1. Consent Agenda:
 - a. Review previous meeting minutes - Secretary
 - b. Financial Report – Treasurer

2. Committee reports:
 - a. Scholarships:
 - Website updated - Applications deadline March 4
 - Awards – UCF/OFA event April 12



Orlando Foundation for Architecture

- b. Communications:
 - c. Membership:
 - Reminder – Board Member renewal/donation \$100
 - Assign board members to call firms
 - d. Events: (Ref. report in Board Packet, Frank or Dean to supplement)
 - UCF/OFA event April 12 – Dr. Phillips
 - Alternate speaker options
 - e. Tours:
 - Feb 19 Rollins Tour Debrief
 - f. BAM:
 - g. Outreach:
3. Old Business
- a. Approval of 2022 Budget
 - b. Guidebooks
 - Quantity sold vs. budgeted
 - Establish point person
 - Retail strategies
4. New Business
- a.
 - b.

END OF AGENDA

2022 – Strategic Objectives (carried over from 2021)

Defining our Vision:

- Resource for Architectural Media
- Go-to resource for architecture in Central Florida
- Engagement
- OCAD success
- Inspiration



Orlando Foundation for Architecture

Action Items:

- Training for Sales pitch
- Membership Renewal/ Local firm commitment
- Refine Brand
- Volunteer Promotion
- Expansion of Scholarships
- Populate Event Calendar
- Rent, Build, Buy a building for OCAD (Temporary Flex Space)
- Resources for the local schools in Central Florida
- Build Education Component
- Summer Camp
- BAM events
- Golf tournament committee (Develop page on website)
- Historic Preservation Outreach (history Center)
- Cross-Collaboration for events
- Outreach to Central Florida Modernists/Nils Schweitzer Fellows



**Minutes of the Monthly Board of Trustees Meeting
Monday, February 21, 2022 5:30 pm – 7:00 pm VIA ZOOM**

Trustee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Debra Lemons, Chair	YES	YES	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Jacki Hale, Vice Chair	YES	YES	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Mark Adams, Treas.	YES	YES	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Dean Hill, Sec.	YES	YES	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Kyle O'Connell, Trustee	YES	YES	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes
Peyton Robertson, Trustee	YES	YES	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes
Malcolm Jones, Trustee	NO	YES	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes
Frank Bosworth, Trustee	YES	YES	Yes	Yes	No	Yes	Yes	No	Yes	No	Yes	Yes
Nathan Butler, Trustee	YES	YES	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Additional Attendees: Gary Scarboro, Bianca Escue

OFA Committees:

- Scholarships: Chair: Debra Lemons
- Communications: Chair: Mark Adams
- Membership: Chair: Peyton Robertson
- Events: Chair: Greg Stock
- Tours: Chair: Jacki Hale
- BAM: Chair: Malcolm Jones
- Outreach: Chair: Dean Hill

ORDERS OF BUSINESS January 24, 2022

OFA Monthly Meeting was called to order on ZOOM at 5:30 PM

1. Consent Agenda:
 - a) Review previous meeting minutes - Secretary
 - b) Financial Report – Treasurer
 - i. Lengthy discussion covering a wide range of topics including:
 - a. Deferred memberships
 - b. Income from memberships

- c. Operating Reserve Fund
 - d. Unrestricted net assets
 - e. Developed annual budget
 - f. BAM MOU
 - g. Finance Committee consent agenda
 - h. Member of BAM/Member of OFA
 - i. BAM budget establishment
- c) Motion to approve January meeting minutes carries; Motion to approve January Treasury Report as presented carries.
- d) Welcome to new Trustees (Frank, Malcolm and Nathan). Please confirm contact information.
- e) Corrective action for officers. Motion to approve Jacki Hale as Vice Chair and Dean Hill as Secretary as per current bylaws carries.
- f) Board portal updates from Bianca. There is a new Board Portal password and please make sure to fill out the Board Pledge and check for additional information within the portal.

2. Committee reports:

- a) Scholarships (Debra Lemons):
- i. Scholarships applications open on January 24th and deadline is March 4th
 - ii. UF announcement
 - iii. Awards Ceremony April 12th at the Dr. Phillips Performing Arts Center
- b) Communications (Mark):
- i. Kyle gave update on OFA Pitch Deck and it will require some additional resources dedicated to completion
 - ii. Newsletter – going out 02/4/2022
 - iii. Mini Golf/March 5th
 - iv. Guidebooks, membership, general promotion
- c) Membership (Peyton):
- i. Board members to reach out to two firms each per Peyton's list
 - ii. Overall budget discussion
 - iii. Pro-rated Silver member and Pro-rated schedule for 2023
 - iv. Student membership desired
 - v. \$100 Board membership
- d) Events (Greg):

- i. 2022 Art Show
- ii. OFA/UCF Event with UCF Orlando and the Arts, April 12, Dr. Phillips
- iii. Summer Scholarship event – date needs to be set ASAP and need volunteers and committee members (get Nathan and Frank added to invitations)
- iv. Coloring book
- v. OFA Fall Golf Tournament
- vi. Sporting Clays
- vii. Gingerbread House with OMA

e) Tours (Jacki):

- i. Rollins Tour - February 19, 2022
- ii. Working on a possible April tour in New Smyrna Beach
- iii. Planning continues on a Spring Deland tour

f) BAM: (Malcom)

- i. Last meeting 12/12 for 2022 calendar
- ii. 2 events per month (see BAM calendar)
- iii. Art exhibit
 - Black Architects Past and Present
 - Feb-April, open invitation, not just from Florida
- iv. Open invitation for OFA members and trustees to participate in BAM events
- v. Richard Domeshi – help with scholarship promotion
- vi. Submitted paperwork to firms for Career Source to host interns (paid up to 30 hours) during the summer

g) Outreach (Dean):

- i. Added John Kaiser and Frank Bosworth to the Committee. Working on additional invitations/outreach
- ii. AIA Orlando Golf Outing Hole sponsorship

3. Old Business

- a) Budget 2022 Approval (Tabled until February)
- b) Guidebook
 - i. Guidebook – Quantity sold vs. Quantity budgeted
 - ii. \$6800 debt with possible donor pay off?
 - iii. Promotion - PSA/commercial? Typically PSA run for free and can be produced at a low video production cost
 - iv. AIA Orlando Golf Tournament sales
 - v. Possibility of working with Amazon and other retailers
 - vi. Ideas for Volume II - give to students, create gift box set for future volumes

4. New Business:

OFA Board Meeting Minutes
24 January 2022

- a) OFA Professional Audit performed by company with Silver Letter Guidestar rating for transparency. Motion to approve professional audit carries.
- b) Rita Bornstein article in the Orlando Sentinel. Jacki to provide contact info
- c) Jim Pew involvement

Meeting was adjourned by Debra Lemons at 7:45 pm.

Dean Hill, ASLA (Board Secretary)

Next meeting to occur 3rd Monday of the month February 21, 2022 at 5:30 via AIA ZOOM.

2203 IT	750						750							1,500			-	Event/Officers & Directors	
2204 Legal & Accounting	200	5,700	200	200	200	200	200	200	200	200	200	200	200	7,900			-	Accounting Firm/CPA Tax Return, Audit in January	
2205 Marketing/Advertising		-												-			-	Design marketing materials	
2206 Office Supplies				120									282	402			-	Based on transactions and amounts	
2208 Postage	22	22	22	22	22	22	22	22	22	22	22	22	22	264			-	Provided by AIA Orlando	
2209 Printing & Direct Mail	200													200			-	Print marketing materials	
2210 Professional Development														-			-	Provided by AIA Orlando	
2211 Rent	100													100			-	Provided by AIA Orlando	
2212 Repairs & Maintenance					450					160			225	835			-	Provided by AIA Orlando	
2213 Taxes & Licenses	100													100			-	Provided by AIA Orlando	
2214 Utilities & Phone														-			-	Provided by AIA Orlando	
2215 Website Maintenance														-			-	Provided by AIA Orlando	
Total Other Operating Expenses	1,372	5,722	222	342	222	672	972	222	222	382	222	729	11,301				-		
TOTAL OPERATING EXPENSES	1,372	5,722	3,330	342	222	3,780	972	222	3,330	382	222	3,837	23,733				-		
PROGRAM EXPENSES																		-	
EDUCATION																		-	Summer Camps, Elementary, other School programs
3101 Food & Beverage														-			-		
3102 Event Venue														-			-		
3103 Display/Marketing														-			-		
3104 Set up/Tear Down														-			-		
3105 Other Expenses														-			-		
Total Education Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-			-		
COMMUNICATION																		-	The guidebook is a temporary issue
3201 Food & Beverage														-			-		
3202 Event Venue														-			-		
3203 Display/Marketing	400	400	400	400	400	400	400	400	400	400	400	400	400	4,800			-		
3204 Set up/Tear Down														-			-		
3205 Other Expenses														-			-	GUIDEBOOK REIMBURSEMENT	
Total Communications Expenses	400	400	400	400	400	400	400	400	400	400	400	400	400	4,800			-		
EVENTS																		-	
3301 Food & Beverage										1,500				1,500			-		
3302 Event Venue										950				950			-		
3303 Display/Marketing						25			25				25	75			-		
3304 Set up/Tear Down														-			-		
3305 Other Expenses										750				750			-		
Total Event Expenses	-	-	-	-	-	25	-	25	-	3,225	-	-	-	3,275			-		
BAM (Black Architects in the Making)																		-	
3401 Food & Beverage	21	21	21	21	21	21	21	21	21	21	21	20	20	250			-		
3402 Event Venue														-			-		
3403 Display/Marketing														-			-		
3404 Set up/Tear Down	13	13	13	13	13	13	12	12	12	12	12	12	12	150			-		
3405 Other Expenses	276	275	274	274	274	274	224	67	67	67	67	67	67	2,206			-		
Total BAM Expenses	310	309	308	308	308	308	257	100	100	100	99	99	2,606			-			
SCHOLARSHIP																		-	
3501 Food & Beverage				2,250										2,250			-		
3502 Event Venue														-			-		
3503 Display/Marketing				100										100			-		
3504 Set up/Tear Down														-			-		
3505 Other Expenses				1,500										1,500			-		
Total Scholarship Expenses	-	-	-	3,850	-	-	-	-	-	-	-	-	-	3,850			-		
MEMBERSHIP																		-	
3701 Food & Beverage														-			-		
3702 Event Venue														-			-		
3703 Display/Marketing			50			50			50					150			-		
3704 Set up/Tear Down														-			-		
3705 Other Expenses														-			-		
Total Membership Expenses	-	-	50	-	-	50	-	-	50	-	-	-	-	150			-		
OUTREACH																		-	
3801 Food & Beverage														-			-		
3802 Event Venue														-			-		
3803 Display/Marketing														-			-		
3804 Set up/Tear Down														-			-		
3805 Other Expenses														-			-		
Total Outreach Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-			-		
TOURS																		-	
3901 Food & Beverage														-			-		
3902 Event Venue														-			-		
3903 Display/Marketing		25	25	25	25	-	25	-	25	25	25	25	25	225			-		
3904 Set up/Tear Down														-			-		
3905 Other Expenses														-			-		
Total Tours Expenses	-	25	25	25	25	-	25	-	25	25	25	25	25	225			-		

Orlando Foundation for Architecture

Balance Sheet

As of January 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
100 Checking - Seacoast 6991	14,780.16
Total Bank Accounts	\$14,780.16
Total Current Assets	\$14,780.16
TOTAL ASSETS	\$14,780.16
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
701 Deferred Memberships	2,000.00
706 FL Dept of Revenue Payable	
707 Sales Tax Payable	75.26
Total 706 FL Dept of Revenue Payable	75.26
Total Other Current Liabilities	\$2,075.26
Total Current Liabilities	\$2,075.26
Total Liabilities	\$2,075.26
Equity	
901 Unrestricted Net Assets	10,351.46
Net Income	2,353.44
Total Equity	\$12,704.90
TOTAL LIABILITIES AND EQUITY	\$14,780.16

Orlando Foundation for Architecture
P & L Budget vs. Actuals
January 2022

	Jan 2022			Total		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
1000 Program Income						
1100 Donations	100.00	0.00	100.00	100.00	0.00	100.00
1101 BAM Donations	50.00	0.00	50.00	50.00	0.00	50.00
Total 1100 Donations	\$ 150.00	\$ 0.00	\$ 150.00	\$ 150.00	\$ 0.00	\$ 150.00
1200 Membership						
1201 1 Student	25.00	0.00	25.00	25.00	0.00	25.00
1202 2 Individual	450.00	0.00	450.00	450.00	0.00	450.00
1203 3 Board Member	300.00	0.00	300.00	300.00	0.00	300.00
1204 4 Family/Group	150.00	0.00	150.00	150.00	0.00	150.00
1205 5 Bronze	1,500.00	0.00	1,500.00	1,500.00	0.00	1,500.00
Total 1200 Membership	\$ 2,425.00	\$ 0.00	\$ 2,425.00	\$ 2,425.00	\$ 0.00	\$ 2,425.00
1300 Non-Dues Revenue						
1307 Guidebook Sales	39.95	0.00	39.95	39.95	0.00	39.95
Total 1300 Non-Dues Revenue	\$ 39.95	\$ 0.00	\$ 39.95	\$ 39.95	\$ 0.00	\$ 39.95
Total 1000 Program Income	\$ 2,614.95	\$ 0.00	\$ 2,614.95	\$ 2,614.95	\$ 0.00	\$ 2,614.95
Total Income	\$ 2,614.95	\$ 0.00	\$ 2,614.95	\$ 2,614.95	\$ 0.00	\$ 2,614.95
Gross Profit	\$ 2,614.95	\$ 0.00	\$ 2,614.95	\$ 2,614.95	\$ 0.00	\$ 2,614.95
Expenses						
2000 Operating Expenses						
2200 Bank Fees & CC Service Fees	62.72	0.00	62.72	62.72	0.00	62.72
2203 IT	16.99	0.00	16.99	16.99	0.00	16.99
2204 Legal & Accounting	167.50	0.00	167.50	167.50	0.00	167.50
2206 Office Supplies	40.00	0.00	40.00	40.00	0.00	40.00
2209 Printing	29.95	0.00	29.95	29.95	0.00	29.95
Total 2000 Operating Expenses	\$ 317.16	\$ 0.00	\$ 317.16	\$ 317.16	\$ 0.00	\$ 317.16
3000 Program Expenses						
3400 BAM Expenses	-55.65	0.00	-55.65	-55.65	0.00	-55.65
Total 3000 Program Expenses	-\$ 55.65	\$ 0.00	-\$ 55.65	-\$ 55.65	\$ 0.00	-\$ 55.65
Total Expenses	\$ 261.51	\$ 0.00	\$ 261.51	\$ 261.51	\$ 0.00	\$ 261.51
Net Operating Income	\$ 2,353.44	\$ 0.00	\$ 2,353.44	\$ 2,353.44	\$ 0.00	\$ 2,353.44
Net Income	\$ 2,353.44	\$ 0.00	\$ 2,353.44	\$ 2,353.44	\$ 0.00	\$ 2,353.44

Cash Basis



Statement of Account

Last statement: December 31, 2021
 This statement: January 31, 2022
 Total days in statement period: 31

ORLANDO FOUNDATION
 FOR ARCHITECTURE INC
 801 N MAGNOLIA AVE SUITE 109
 ORLANDO FL 32803-3841

0013046991 Page 1 of 2

Direct inquiries to:
 Customer Service Center
 800-706-9991

Seacoast National Bank
 250 North Orange Ave. Suite 100,
 Orlando, FL 32801

Summary of Account Balance

Account	Number	Ending Balance
Business Checking Plus	0013046991	\$15,172.26

WHAT ARE YOU SAVING FOR?

Business Checking Plus

Account number
 0013046991

2 Enclosures

Date	Description	Additions	Subtractions	Balance
12-31	Beginning balance			\$12,996.63
01-03	Check 7260		-180.41	12,816.22
01-07	#Digital Deposit	100.00		12,916.22
01-07	Check 7263		-167.50	12,748.72
01-10	#Check Card Refund MERCHANT REFUND TERMINAL 407314 QUEENSBORO INDUSTRIES 910 25112 NC 4802780000964907 01-07-22 12:00 AM	55.65		12,804.37
01-10	#Preauthorized Wd BRAVO UNLIMITED SALE 220110		-40.00	12,764.37
01-10	#Check Card Purchase MERCHANT PURCHASE TERMINAL 416407 STAPLES DIRECT 800 33333 MA 4802780000964907 01-08-22		-29.95	12,734.42
01-11	#Preauthorized Credit Wixcom PAYOUT TRN*1*TX1128324460 0XT**3S7Z7N5TIEK2Y7SY\RM\RM*IK*TX11283244600XT Wix Payme	840.29		13,574.71
01-18	#Check Card Purchase MERCHANT PURCHASE TERMINAL 401134 WIX COM 976184979 WWW WIX C CA 4802780000964907 01-17-22		-4.99	13,569.72
01-19	#Preauthorized Credit Wixcom PAYOUT TRN*1*TX1154014760 0XT**444NB75TLGI3P6AR\RM\RM*IK*TX11540147600XT Wix Payme	945.52		14,515.24

<i>Date</i>	<i>Description</i>	<i>Additions</i>	<i>Subtractions</i>	<i>Balance</i>
01-25	#Preauthorized Credit Wixcom PAYOUT TRN*1*TX1183485860 0XT**3RX9ER5TNYI2WKQY\RMR*IK*TX11834858600XT Wix Payme	169.02		14,684.26
01-27	#Check Card Purchase MERCHANT PURCHASE TERMINAL 401134 WIX COM 977691295 WWW WIX C CA 4802780000964907 01-26-22		-12.00	14,672.26
01-31	#Digital Deposit	500.00		15,172.26
01-31	Ending totals	2,610.48	- 434.85	\$15,172.26

<i>Number</i>	<i>Date</i>	<i>Amount</i>	<i>Number</i>	<i>Date</i>	<i>Amount</i>
7260	01-03	180.41			
7263*	01-07	167.50			

* Skip in check sequence

ORLANDO FOUNDATION
FOR ARCHITECTURE INC.
8718 MANICELLI AVE STE 109
ORLANDO, FL 32819
TEL 407 639 2000

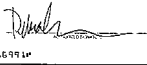
7260
12/29/2021

NOV TO THE
ORDER OF Gregory Slack \$ 180.41

One hundred eighty and 41/100

Gregory Slack
1725 Mosler Dr.
Orlando, FL 32819

MEMO Art Embroidery Support
#007260# 00631456720 13046991#



01/03/2022 7260 \$180.41

ORLANDO FOUNDATION
FOR ARCHITECTURE INC.
8718 MANICELLI AVE STE 109
ORLANDO, FL 32819
TEL 407 639 2000


7263
12/29/2021

NOV TO THE
ORDER OF S & A Office Support \$ 167.50

One hundred sixty seven and 50/100

S & A Office Support
7900 E. Broadway St.
Orlando, FL 32765

MEMO December 2021 Accounting Invoice#2140
#007263# 00631456720 13046991#



01/07/2022 7263 \$167.50



In case of errors or questions about your electronic transfers:

Telephone us at 1-800-706-9991

Or

Write us at: P.O. Box 9012, Stuart, FL 34995-9012

If you think your statement or receipt is wrong, or if you need more information about a transfer on the statement or receipt, we must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number (if any).
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will re-credit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

Preauthorized Transfers:

If you have arranged to have a direct deposit or other preauthorized electronic fund transfers made to your account at least once every 60 days from the same person or company, you may telephone us at the Customer Service Center number listed above to find out whether the transfer was made as scheduled.



WRAP UP YOUR HOLIDAY SHOPPING WITH CONFIDENCE.

Your Seacoast Bank Visa® Debit Card is designed with multiple security features. Happy holidays, indeed.

The holiday season is a time of peace and, thanks to your Seacoast Bank Visa® Debit Card, peace of mind. Your card is a secure way to pay online or anywhere, so use it with confidence for all your holiday shopping. Remember, the best things in life are free of worry.

YOUR SEACOAST BANK VISA® DEBIT CARD PROVIDES YOU WITH ALL THE SECURITY MEASURES YOU NEED.



ZERO LIABILITY



TRANSACTION ALERTS



TOKENIZATION TECHNOLOGY



SECURLOCK®

SeacoastBank.com | 800 706 9991



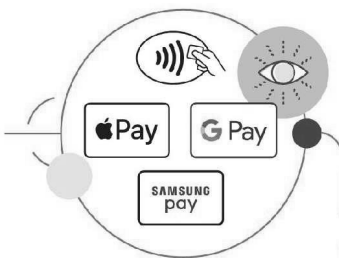
- Zero Liability Reimburses you for unauthorized charges¹
- Tokenization Technology Replaces sensitive info with unique digital identifiers to prevent fraud
- SecurLOCK™ Helps prevent fraud and lets you set limits to control spending
- Transaction Alerts give you the ability to track card activity

Use your Seacoast Bank Visa® Debit Card for all your holiday purchases. When it comes to safety and security, we have it all wrapped up.

¹Visa's® Zero Liability does not apply to certain commercial card and anonymous prepaid card transactions or transactions not processed by Visa®. Cardholders must use care in protecting their card and notify Seacoast Bank immediately of any unauthorized use. Contact Seacoast Bank for more detail.



SeacoastBank | CONTACTLESS PAYMENT BASICS



01. Look for Mobile Pay Icons.

Keep an eye out for these symbols at participating retailers all over. When you see them at checkout, you and your mobile wallet are good to go.



02. Wake/Unlock Device.

iPhone users: Double-click the side button and use Face ID or Touch ID to authorize.

Android users: Turn on your screen, then unlock the phone. No need to open the Google Pay app.



03. Wave to Pay.

Simply wave your mobile device near the contactless terminal. No cash or card required. Use your mobile wallet app now and wave slow transactions goodbye.

04. Payment Approved.

It's that easy. Fast, convenient, safe, secure and protected.



Orlando Foundation for Architecture

100 Checking - Seacoast 6991, Period Ending 01/31/2022

RECONCILIATION REPORT

Reconciled on: 02/03/2022

Reconciled by: Adria Perry

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	12,996.63
Checks and payments cleared (6).....	-434.85
Deposits and other credits cleared (7).....	2,610.48
Statement ending balance.....	<u>15,172.26</u>
Uncleared transactions as of 01/31/2022.....	-392.10
Register balance as of 01/31/2022.....	<u>14,780.16</u>

Details

Checks and payments cleared (6)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/07/2021	Check	7260	Gregory Stock	-180.41
12/29/2021	Check	7263	B & A Office Support	-167.50
01/10/2022	Expense		Staples	-29.95
01/10/2022	Expense		Bravo Unlimited, Inc.	-40.00
01/18/2022	Expense		Wix	-4.99
01/27/2022	Expense		Wix	-12.00
Total				-434.85

Deposits and other credits cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/19/2021	Check	7232	Brittany Sosa	0.00
01/07/2022	Deposit		Gregory Stock	100.00
01/10/2022	Deposit		Queensboro Industries	55.65
01/11/2022	Deposit			840.29
01/19/2022	Deposit			945.52
01/25/2022	Deposit			169.02
01/31/2022	Deposit		HKS Inc	500.00
Total				2,610.48



Orlando Foundation for Architecture

February 2022 Events Committee Report - UPDATED

ATTENDEES - 2/2/2022:

Greg Stock
Dean Hill
Jacki Hale
Frank Bosworth
Nathan Butler
Bianca Escue
Jadranka Knezevic

- **Assignments**

UCF CELEBRATES

April 12 DeVos Event Room
5-6:30 Cocktail Reception and display viewing
6:30-7:00 Scholarships Awarded
7:00-8:00 Lecture

- **Nathan Butler volunteered to get sponsors.**

Need \$2000 sponsor for Honorarium (\$500+travel+hotel to UCF, remainder to OFA)

- **Jadranka Knezevic volunteered to organize artists/paintings to display at event.**

Will display paintings on easels set up on west wall with poster to promote OFA Art show at OMA.

- **Bianca to format OMA Artshow "poster"**

Bianca has 6-7 easels to bring

Herbert James tommy.james@ucf.edu
Greg Stock gregory.stock@stantec.com
Debra Lemons dlemons@l2studios.com
Butler, Nathan nbutler@hksinc.com
Jadranka Knezevic JKnezevic@l2studios.com
Melanie Crownover MCrownover@l2studios.com

(Next year maybe plan for OFA fundraising banquet same time/space? Clear with DPAC-UCF this year. Is this too close to AIA Gala?)

Currently asked female partner at David Adjaye Architects, waiting on confirmation. Next back-up option Frank Bosworth suggested is Billie Tsien of Todd Williams and Billie Tsien www.twbta.com, currently designing library for UF, and may be in town or can schedule both engagements at same time.



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Summer Camp

UF Students to assist as part of their community service, pending program development for high school, Frank Bosworth mentioned he finished accreditation submittal? yesterday.

Curriculum materials sources:

BAM Miami has student workshops and curriculum

AIATampa has curriculum materials available

ACE Mentorship has materials for high school students

Possible locations:

- Lagasse Culinary House in College Park would love to partner.
- Citylab can hosts
- Orlando Science Center could also host/partner? Check w/ Malcolm

Bosworth, Frank fbosworth@ufl.edu

Greg Stock gregory.stock@stantec.com

Coloring book

Frank Bosworth to get UF Students to draw, has been offered to the UF “Culture Students” group. CityLab can host summer workshop to assemble/print book. See Frank.

May need sponsorships for printing costs. Frank said university may cover printing.

Distribute to put in annual “school supply backpack drive”

Frank Bosworth fbosworth@ufl.edu

Jacki Hale jacki.hale.ea@gmail.com

(Can be sold on consignment at same locations selling Guidebook)

- **Jacki Hale to supply suggested list of buildings, possibly 20 or so pages.**

4th Annual OFA Art Show:

Wednesday and Thursday 10/26, 10/27, ~~11/9, 11/10~~ week following the OMA Architecture 1st Thursday (or week before. AIA has moved Expo and Conference to September)

- **Bianca RECEIVED contact from OMA to reserve dates.**

Need \$2500 sponsor for reception food and beverage

Need donated alcohol, caterer will serve

Need two or three \$500 sponsors for Venue costs to OMA

Need \$1000 Speaker Honorarium sponsor

Secure sponsors this spring to confirm revenue before event



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Artists Entry Fees: \$15 OFA member, \$25 non-member, max 3 paintings/pieces

No charge for public to view during OMA gallery hours, as folks will already be buying ticket to art museum, or just come to view our show for free and buy paintings?

Reception \$35 member \$45 non-member, drinks and light appetizers, “Drink and draw” contest in the lobby with tables, Artist lecture & Community Awards in OMA auditorium

Frank suggested this architect/artist who teaches at Michigan U. to speak:

Perry Kulper bio <https://taubmancollege.umich.edu/faculty/directory/perry-kulper>

Perry Kulper Instagram <https://www.instagram.com/pkulper/>

Citylab may be able to bring him to town for student engagement. Frank to check, and OFA could schedule him to maybe do a drawing workshop (Wed) at CityLab for the art community, and lecture at OMA (Thurs). OMA would give out Community Awards in OMA auditorium before lecture.

Other Ideas to expand art show impact:

1. Post “artist features” on social media and the OFA blog that promote their art and their architecture (e.g., the firm where they work, their latest projects, perhaps some of their other works, etc.). Depending on the number of entries, the artists could either check a box on the application with the option to be featured or not. If they want to be featured, Melanie would prepare a content questionnaire for them to complete.
2. Arrange to have the top 10 entries exhibited in some locations around the city after the show (e.g., libraries, city buildings, hotels, corporate offices, [possibly a location along one of the architectural walking tours](#), etc.).
3. Give, artists who enter, the opportunity to donate their art to a local charity auction (on behalf of the artist, possibly their firm, and OFA).

Jadranka Knezevic JKnezevic@l2studios.com

Goren Knezevic GKnezevic@l2studios.com

Red (Linda Harrison) red@strokesbyred.com

Melanie Crownover MCrownover@l2studios.com

Chad Forsyth chad.forsyth@rbarchitects.com

Greg Stock gregory.stock@stantec.com

OMA Festival of Trees – Ginger Bread House

The week before thanksgiving Nov 13-21 in 2021

The OMA auctions decorated trees and gingerbread houses donated by designers.

Would be great to have some architectural gingerbread houses to promote the OFA. Deepen our relationship with OMA., ask AIA firms, or ask for volunteers to form OFA team to make house).



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Solicit teams from architecture firms, OFA can ask for entry fee to participate \$25-\$50? (HKS typically has a contest and has some rules/program Nathan can share)

Butler, Nathan nbutler@hksinc.com

Greg Stock gregory.stock@stantec.com

Dinner Club

- **Jacki Hale volunteered to call Suzie about it.**

Hopefully a couple this fall if Covid fears subside.

Would be great to get a James Gamble Rogers II House, and get his son Jack to speak. Partner with Casa Feliz for promotion, and perhaps split our proceeds.

Suzie Barnes sbarnes4@cfl.rr.com

Additional OFA Event ideas for revenue:

- Golf Tournament
- clay shooting
- ax throwing
- off-shore fishing

Summer or Fall golf tournament to not compete with AIA in Feb? maybe next year. Hope for \$40,000 like golf tournament.

Dean Hill dean@millsdg.com

Frank Bosworth fbosworth@ufl.edu

Gary Scarboro gary@aiaorlando.com

Next meeting Wednesday 3/2/2022, 12 noon



BLACK ARCHITECTS IN THE MAKING

PLANNING TEAM

Malcolm Jones
Chair

Briana Johnson
Vice-Chair

Arlenne Gil
Secretary

Brittany Sosa
Treasurer

Seher Hashmi
Historian

Natalie Casey
Board Member

Cameron Hoskins
Board Member

Ka'Nard Robinson
Board Member

Dr. Daya Taylor
Board Member

Richard Vanhorne
Board Member

DATE: FEBRUARY 21, 2022

Recipient: Debra Lemons

Organization: Orlando Foundation for Architecture

RE: Committee Report

Hey Debra,

The following list is BAM's current updates:

- BAM will be hosting a workshop at OSC's Ortonicon on Saturday Feb. 19th in collaboration with Workaholic Studios
- STEAM Black Artists and Architects exhibit is now live at the OSC
 - Will run until May 16th
 - News Channel 13 to air story on Monday at 5p
- Will be meeting with Casa Feliz in the next couple of weeks to discuss BAM hosting a fundraising event in October
 - They also want to discuss how we can be of assistance to help steer them back toward a focus of Architecture, this is something OFA can be involved in
- Met with Landra Wormack from Orange County, she will be connecting BAM with Enterprise Rent a Car
 - Potential donor
- Will be meeting with the Hannibal Square Heritage Center to discuss how we can collaborate
- Will be meeting with the Phane House to discuss how we can benefit each other
- Next workshop will be a bridge build competition, in relation to the Maitland Bridgefest 5k
 - March 26th at CityLab
- Next planning meeting will be on March 2nd



Orlando Foundation for Architecture

The Orlando Foundation for Architecture’s purpose is to promote public awareness, appreciation and enjoyment of the built environment, advocate for the preservation of historic architecture, demonstrate sustainable practices, offer scholarships for architectural education, and promote diversity in the architectural community.

Outreach Committee Report

February 10, 2022

Chair: Dean Hill, ASLA

terrature@yahoo.com

317.626.8950

Outreach Committee:

Bianca Escue	AIA Orlando	bianca@aiaorlando.com	407.470.9632
Jay Lovell	Falkbuilt	Jay.Lovell@falkbuilt.com	407.575.0654
Sean Nimmons	L2 Studios	SNimmons@l2studios.com	407.648.8888
Frank Bosworth	UF Arch.	fbosworth@ufl.edu	
John Kaiser	Designage	JVK@designage.net	407.929.5820

Outreach Committee Meetings:

11.11.21 (Sean, Jay, Bianca, Dean)

No December meeting

1.14.22 (Sean, Jay, Bianca, Dean)

2.10.22 (Sean, Jay, Bianca, Frank, Dean)

Description:

The Outreach Committee represents the interests of OFA to promote architecture and allied design professionals in our communities through public outreach that demonstrates the benefits of design, collaboration, community and membership.

Topics of Discussion:

OFA Lecture Series - Sean was involved with a student lecture series

(<https://www.facebook.com/archTALKS/>) and would be interested in exploring a series that would be topical and relevant to the community. Climate Change, Community Design (Packing District, Parramore, Pulse Memorial and Museum, Survivors Walk, Hourglass District), Environmental Injustice, Urban Design, etc.

- Where are the existing lecture series?
 - City Lab (Albertus Wang)
 - UF Main Campus (Peter Sprowls Lecture Series)
 - Ed Stone Lecture Series (Landscape Architecture)
- Quarterly

Sean to continue to explore ideas and Frank/Dean will work on possible funding opportunities for honorariums. All to work on programming/theme ideas.



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New Smyrna Beach Tour and Lecture - In partnership with the Tours Committee, the Outreach Committee is interested in the possibility of adding a lecture to the New Smyrna Beach Tour. The lecture could be formatted in a conversational style and feature Kevin, his mother and a discussion around the works, memories, stories and anecdotes of Nils. We could also explore having the lecture at the Atlantic Center for the Arts with Jon Geronimo. **Dean to discuss with Jacki**

Outreach to Themed Entertainment Professional Organization and Student Group

Partnering with OMA for an art/design themed lecture

Modern Orlando - Mount Dora Modernism Museum

Traveling Boards - OFA Exhibit

City Lab game nights - Design Jeopardy

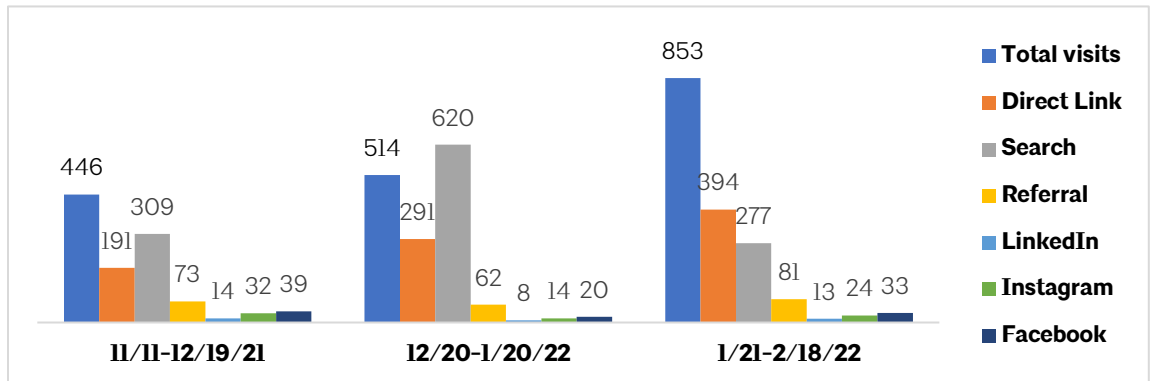
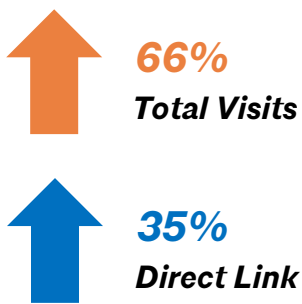
Committee Diversity

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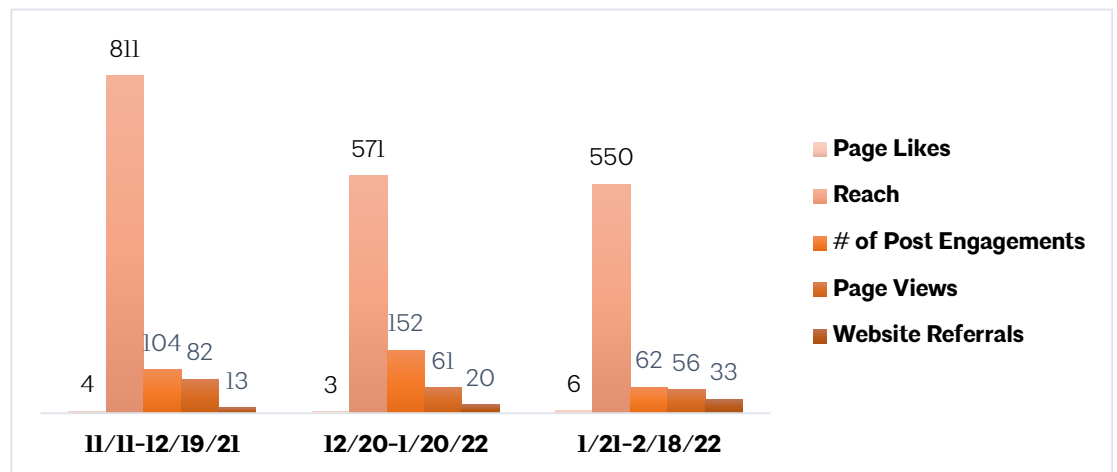
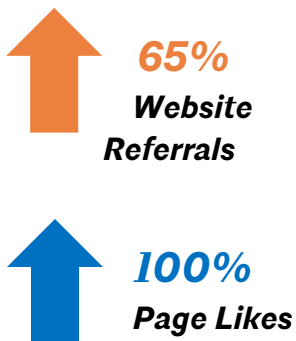
Summary:

Website traffic increased due to Scholarship information release. Many visits were to the Scholarship information pages as well as BAM and Rollins Tour. Social Media saw a large increase in activity due to the Golf Tournament mention of sponsors as well as Scholarship announcement.

Website Traffic:



Facebook:



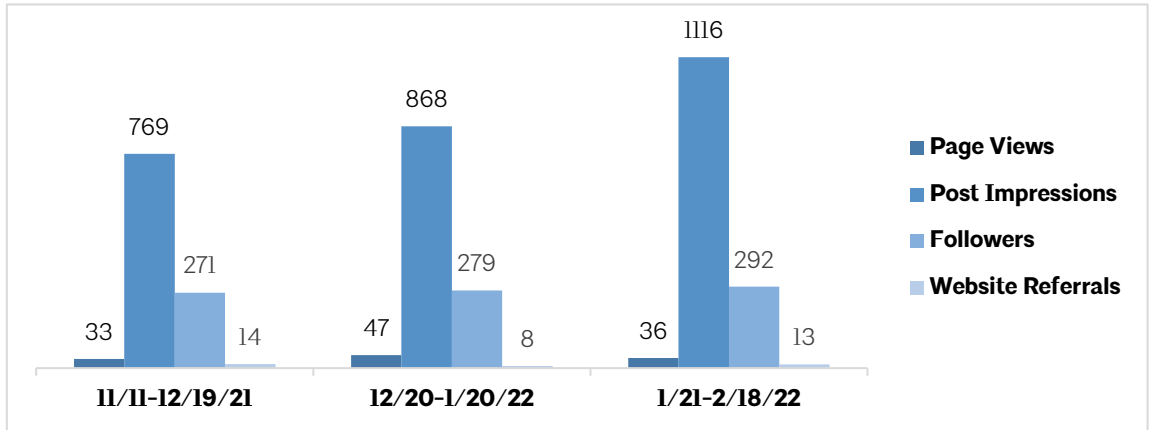
OFA

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LinkedIn:

↑ 29%
Post Impressions

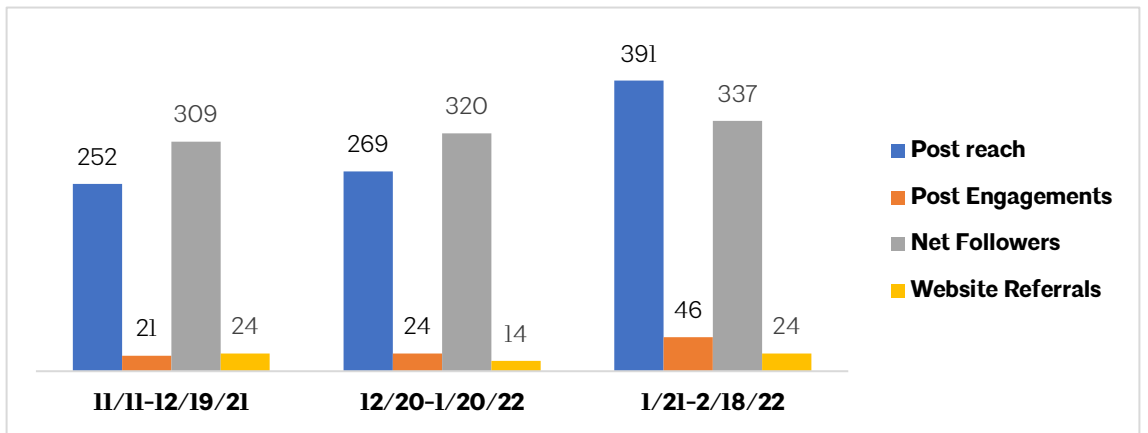
↑ 63%
Website Referrals



Instagram:

↑ 45%
Post Reach

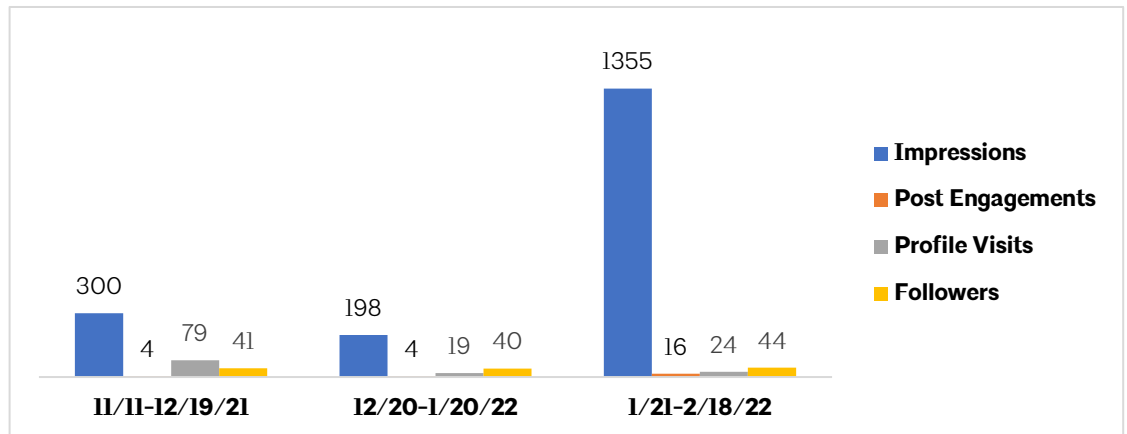
↑ 71%
Website Referrals



Twitter:

↑ 584%
Impressions

↑ 300%
Post Engagements



OFA

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end of
Board Packet