

## **AIANY BOARD POSITIONS AND ELECTIVE COMMITTEES**

### BOARD RESPONSIBILITIES

The AIA New York Chapter Board of Directors manages the business of the Chapter. The following describes the titles and responsibilities of the relevant Chapter Board members. The Chapter Bylaws more fully describe the roles of the Board Officers (indicated by an asterisk\*) and Directors. Board members are knowledgeable in their areas of responsibility, sought by other members and linked to Committees for their expertise. Select Board Officers also serve on the Center for Architecture Board of Trustees, and on its Executive Committee (indicated by a lemniscate∞).

The ability of the Board members to work and communicate effectively with the staff is key to the success of the Chapter. The Board and Committees shall advise staff of all program and advocacy plans and prepare and approve an annual budget.

All communications shall be channeled through the Chapter office.

All Board members are asked to attend a monthly Board meeting and Annual Retreat.

### **OPEN BOARD POSITIONS – 2026 SLATE**

#### ***Open Positions, must be filled:***

**The First Vice President/President-Elect\*∞** - The First Vice President/President-elect shall possess all the powers and perform all the duties of the President in the event of the absence of the President or of the President's disability, refusal, or failure to act and shall perform such other duties as are properly assigned by the Board of Directors or the President. The First Vice President/President-elect shall be an assigned member and a registered architect.

Commitment: 1 year term  
Exiting: Benjamin Gilmartin, AIA

**Vice President for Design Excellence** - The Vice Presidents shall possess all the powers and perform all the duties of the First Vice President/President-elect as directed by the President in the event of the absence of the First Vice President/President-elect or the First Vice President/President elect's disability, refusal or failure to act. The Vice Presidents shall perform such other duties as are properly assigned the Board of Directors or the President.

The Vice President for Design Excellence stewards the Design Excellence cohort of AIA New York Program Committees via quarterly meetings.

Commitment: 1 year term, option of two reappointments, up to 3 years  
Nominating Committee has the option to reappoint: Andrea Steele

**Vice President for Public Outreach** - The Vice Presidents shall possess all the powers and perform all the duties of the First Vice President/President-elect as directed by the President in the event of the absence of the First Vice President/President-elect or the First Vice President/President elect's disability, refusal or failure to act. The Vice Presidents shall perform such other duties as are properly assigned the Board of Directors or the President.

The Vice President for Public Outreach stewards the Public Outreach cohort of AIA New York Program Committees via quarterly meetings.

Commitment: 1 year term, option of two reappointments, up to 3 years  
Nominating Committee has the option to reappoint: Gustavo Rodriguez

**Vice President for Professional Development** - The Vice Presidents shall possess all the powers and perform all the duties of the First Vice President/President-elect as directed by the President in the event of the absence of the First Vice President/President-elect or the First Vice President/President elect's disability, refusal or failure to act. The Vice Presidents shall perform such other duties as are properly assigned the Board of Directors or the President.

The Vice President for Professional Development stewards the Professional Development cohort of AIA New York Program Committees via quarterly meetings.

Commitment: 1 year term, option of two reappointments, up to 3 years  
Nominating Committee has the option to reappoint: Peter Miller

**Secretary** - The Secretary shall act as the recording and corresponding secretary of the Chapter and the Board of Directors, and shall attend all their meetings and keep minutes of the proceedings; have custody of and shall safeguard and keep in good order all property of this Chapter, except property that is placed under the charge of the Treasurer; prepare the reports of the Board of Directors and this Chapter; in collaboration with the President, have charge of all matters pertaining to the meetings of this Chapter, and shall perform all other duties usual and incidental to the office.

Commitment: 1 year term, option of two reappointments, up to 3 years  
Nominating Committee has the option to reappoint: Kirsten Sibia

**Treasurer** - The Treasurer shall have charge and shall exercise general supervision of the financial affairs and provide direction to the Director of Finance, an employee of the Chapter, to keep the records and books of account of this Chapter; prepare the budgets, collect amounts due this Chapter, and give receipts for and have the custody of its funds and monies and make all disbursements of funds; have custody of its securities and of its instruments and papers involving finances and financial commitments; conduct the correspondence relating to the office; and perform all duties usual and incidental to the office.

Commitment: 1 year term, option of two reappointments, up to 3 years  
Exiting: Alexander Lamis

**Director** – Board position for AIA members.

Commitment: 2-year term, with option to reappoint twice (4 years max); regular Board meetings

**Public Director and Oculus Advisor** – Board position for non-AIA members.

Commitment: 2-year term, with option to reappoint twice (4 years max); regular Board meetings

**Open positions, will be filled by process, Nominating Committee to liaise:**

**Director for Educational Affairs**– responsible for developing and maintaining active relationships, and student membership development strategy and implementation with New York area and regional architecture schools.

Commitment: 1 year term, rotating area schools

2025 Designated School: New School

**Director for Student Affairs**– a student selected from the area Schools of Architecture and in accordance with the rules of the Board.

Commitment: 1 year term, rotating area schools

2026 Designated School: Pratt

**OPEN ELECTIVE COMMITTEE POSITIONS – 2026 SLATE**

**Honors Committee**

This committee shall present nominations to the Board of Directors for approval.

Nomination shall include but not be limited to: Chapter awards; the Association awards; Institute Honors and Awards; and of other public awards as solicited and decided by the Honors Committee.

3 new members per year.

Commitment: 2 year term. 2-3 meetings Jan-Feb; monthly meetings approx. Apr-Sept.

**Design Awards Committee**

The committee, working with the Chapter Board of Directors and chapter staff, shall organize the annual Design Awards Program.

4 new members per year.

Commitment: 1 year term. Meetings begin right after Annual Meeting (June/July). Meets biweekly over the summer. Cannot submit their work to AIANY Design Awards.

**Fellows Committee**

This committee shall follow applicable procedures of the Institute, regarding eligibility and nomination procedures for advancement of a member to fellowship and shall follow an appropriate method of communicating such information to all Chapter members.

4 new members for 2026. 2 must be FAIA and 2 do not have to be FAIA.

Commitment: 3-year term for FAIAs; 2-year term for FAIA optional positions, option for 1 reappointment. Biweekly meetings Jan-May. Workshop in late spring; two long meetings in summer, monthly meeting in fall; fellowship application reviews.

Nominating Committee has the option to reappoint: Magali Regis, AIA, and Annya Ramirez- Jimenez, AIA

### **Joint Finance Committee**

This committee shall: assist the President and Treasurer in preparing an annual budget; arrange for audits of the books of this Chapter and report to the Board of Directors the results of such audits; examine, at the direction of the Board of Directors or the Treasurer, the accounts of this Chapter; supervise the investments, trust funds and endowments of this Chapter; and recommend to the Board of Directors appropriate action to be taken thereon.

2 new members from AIANY per year.

Commitment: 3-year term. Monthly-ish meetings all year.

### **Oculus Committee**

This committee meets monthly with the staff of *Oculus* to advise, direct, and set policy and editorial content for the Chapter's publications and web site.

3 new members per year. (Do not need to be architects or members but encouraged to select one AIANY member)

Commitment: 2-year term. Monthly-ish meetings all year.

**Interested candidates should contact Suzanne Mecs at [smecs@aiany.org](mailto:smecs@aiany.org) to express their interest in a specific position. Please include a CV and a brief note outlining your qualifications and reasons for applying.**