



MEMORANDUM

DT: August 19, 2026

TO: AIA Membership
AIA Illinois Board of Directors
AIA Illinois Chapter Presidents
AIA CACE Executives in Illinois
State/Territory Associate Representative
Young Architects Representative
AIAS Chapters

FR: Megan Harte, AIA
AIA Illinois President

RE: AIA Illinois Call for 2027 Board Nominations – Part 2

In accordance with the AIA Illinois Board and Bylaws, this memorandum serves as the Call for Nominations for open positions of the AIA Illinois Board of Directors.

The elections will be held at a virtual Board of Directors meeting on **October 30, 2026**.

Open Positions:

Chapter Director – Prairie
Young Architects Representative (YAR)
AIA Strategic Council Representative

Term:

2027-2029
2027-2028
2027-2029

Nomination Submittals – General Information (All Positions)

Nominee must be an AIA Illinois member in good standing, and be able to attend all regularly scheduled meetings during the term of office.

Submission Deadline – 12:00 pm on Friday, September 11, 2026

Candidates Must Provide (All Positions)

All candidates for open positions shall provide the information listed below:

1. Nominee/Nominator information can be filled out on **either** of the following:
 - a. Digital form - <https://forms.gle/MGWCLZu4JNfxhzu47> **OR**
 - b. Submitting a resume or biography summarizing candidate's background, including education, professional history and service to the profession as well as a statement of interest expressing the candidates goals for serving in the selected position to council@aiaill.org.
2. Questions can be directed to: Eric Klinner, CAE, Executive Vice President
Phone: 217-522-2309 x 2
Email: council@aiaill.org

AIA Illinois Call for 2027 Board Nominations (cont.)

AIA Illinois Chapter Director – Prairie Chapter

Expenses for this Board position are paid for by the AIA Illinois Council. The Director must be an AIA member in good standing throughout their three-year term.

Responsibilities, Authority & Representation

- In concert with other members of the board, sets policy and establishes rules and regulations, adopts budget for the council and guides development and implementation of public policy positions and supports all stated policies.
- Works in partnership with the board of directors, executive committee, and the executive vice president.
- Undertakes special assignments upon request of president and/or executive vice president.
- Participates at council meetings and serves as a liaison of their assigned chapter to review, revise and establish policies for the mutual benefit of all AIA Illinois council members.
- Responsible to the members for seeing that council programs and policies reflect the needs and aspirations of the council membership.

Communications

- The director should maintain “regular” communications with the AIA Local Board, from the chapter which they belong, keeping them aware of happenings at AIA Illinois and AIA Illinois should be kept aware of what is happening at the local chapters (through attendance at the Board meetings and a director report submitted in the consent agenda).
- Directors should write a brief report explaining what their chapter has done over the last quarter and what they have planned for the next quarter. Director reports written by the director will help connect the state and local components.

Meetings and Events

The Director should plan to attend all Board meetings (quarterly), the Annual Conference & Honor Awards (Fall), and Prairie Grassroots (Spring).

AIA Young Architect Representative (YAR)

Expenses for YAF Annual Meeting are covered by the Institute. AIA Illinois covers quarterly Board meetings and the National Leadership Summit are provided by the Council according to AIA Illinois bylaws.

The YAR must be an AIA member in good standing throughout their two-year term and serves as a voting member of the National Young Architects Forum (YAF). YAF advocates for young architects across national, state, and local AIA components by promoting leadership, inclusion, excellence, and professional development. The YAR serves as a vital connector between Illinois young architects, Early Professionals (EPs), and the broader AIA community - locally, statewide, and nationally. As Illinois YAR, you serve as the primary link between Illinois AIA chapters and the national YAF Advisory Committee (AdCom), helping ensure young architects have a strong voice within the profession and access to resources, recognition, and opportunities. Associate AIA members are not eligible for this position (must be licensed).

Communication & Engagement

- Maintain active communication with IL YAF chapters and EP groups.
- Share and gather information from local AIA chapters as needed and participate in local chapter calls and programming upon request.

Leadership & Planning

- Attend the YAF Annual Meeting (in-person) and join monthly YAF committee meetings (virtual).
- Contribute to one YAF focus group (e.g., Advocacy, Communication, Community, Knowledge, Strategic Vision).
- Participate in monthly AIA Board Visibility Network calls.

State & National Collaboration

- Coordinate with COF Regional Rep and NAC State Associate Rep (STAR) to support mutual goals.
- Recommend young architects for awards, leadership roles, and committee positions.
- Attend national events when possible - AIA Conference on Architecture, the National Leadership Summit.

State-Specific Responsibilities

- Contribute to state-level programming for Early professionals and young architects.
- Co-lead the AIA IL EP Network in rotation with the STAR (After the two-year term, serve as Past Chair for one additional year).
- Strongly encouraged to attend AIA Illinois events - quarterly Board meetings (virtual or in-person), AIAspire Student Leadership Conference, the Annual Conference & Honor Awards (Fall), and Prairie Grassroots (Spring).
- Upon completing the two-year STAR term, invited to serve as EP Director on the Illinois Board for one year.

National Representation Opportunities

Participation opportunities on Strategic Council work groups, Knowledge Communities, Board Committees, Member Interest Groups and Task Forces (*Availability may vary annually*).

AIA Illinois Call for 2027 Board Nominations (cont.)

Strategic Council Representative

Expenses for this position are paid for by the Institute (AIA).

The Strategic Council is composed of Current officers and the immediate Past President of the Institute, Regional representatives, At-large representatives, Associate representative, Student representative, CACE representative, and additional representatives as the Council may appoint (subject to Board approval), to ensure that its size, composition, and competencies support the goals of flexibility, diversity, and representation.

Councilors serve as links regarding deliberations and actions of the AIA. In that role they inform the Institute as advisors in identifying and developing issues that are most relevant to the profession and society.

The Council will approach its tasks with an emphasis on outward vision, encouragement of diverse viewpoints, strategic leadership, clear understanding of Board, Council and staff roles, an orientation to the future rather than the past or present, and anticipation rather than reaction. In this spirit, the Council will: 1) focus on intended long term effects and outcomes of the Institute's work, not on the administrative or programmatic means of attaining those effects, 2) be accountable to the membership for competent, conscientious and effective accomplishment of the Council's obligations as a body, and 3) monitor and regularly discuss the Council's own process and performance, and ensure the continuity of its capability.

The Council shall act in accordance with the mission and vision of the Institute and provide insight into association and professional issues through the following contributions: 1) representation of the interests of the membership in the matters within its charge, and appropriate communication with members, and 2) fulfillment of its planning role to develop and periodically review a long-range strategic framework, in accordance with the Institute Bylaws.

Councilors, whose actions support and promote the mission, vision, strategic plan, and policies of the Institute, will: 1) attend all assemblies of the Council, be well prepared, and participate fully, 2) advance the overall interests of the Institute and its members, and serve as a link between the members of their respective constituencies and the Institute by regularly corresponding with the members to seek input on issues and communicate Council actions, 3) take up issues only through the Council acting as a whole, 4) keep all Council deliberations (as contrasted to actions) confidential, 5) accept and support Council decisions once decisions have been made, 6) seek to identify and nurture diverse leadership at all levels of the Institute, and promote capable leaders for important roles, 7) be knowledgeable about the principles and documents that guide the operation of the Council.

Councilors are expected to attend regular in-person assemblies of the Council each year. (Subject to Board approval, additional in-person assemblies of the Council may take place.) At its discretion, the Council may also meet by telephone conference call or by webinar.