



**DESIGN COMMISSION EXECUTIVE COMMITTEE  
FRIDAY, FEBRUARY 17, 2012 NOON – 1 PM  
ONE TEXAS CENTER ROOM 560 – 5<sup>TH</sup> FLOOR  
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

**Executive Committee Members**

  P    James Shieh (JS) – Chair

  P    Dean Almy – Secretary (DA)

  P    Juan E. Cotera – Vice Chair (JC)

  P    Jorge E. Rousselin, Staff Liaison  
COA-PDRD

**Minutes**

**CALL TO ORDER by Chair Shieh at 12:05 PM**

**1. CITIZEN COMMUNICATION: None**

**2. APPROVAL OF MINUTES (Discussion and possible action)**

- a. Discussion and possible action on the November 10, 2011 Executive Committee meeting minutes.

**The motion to approve minutes as corrected made by J. Shieh and second by D. Almy was approved on a vote of [2-0] [Commissioner Cotera not arrived yet].**

**[Commissioner Cotera arrived at 12:10 PM].**

**3. NEW BUSINESS (Discussion and possible action)**

- a. Discussion and possible action on the Annual Report and goals for the next year;
- b. Discussion and possible action on outreach outline to involve Council members on education about the Design Commission.

**Items 3A and 3B were discussed together. Commissioners discussed items for consideration into the Annual Report. Ideas included expansion of monographs, open house, list of yearly accomplishments and educational outreach to the Council. The committee agreed to present recommendations for the Annual Report to the full Commission.**

**No action by the Committee.**

**4. ANNOUNCEMENTS: None**

**ADJOURNMENT at 1:10 PM by consensus**