



**DESIGN COMMISSION EXECUTIVE COMMITTEE  
FRIDAY, MARCH 23, 2012 8 AM – 9 AM 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

**Meeting Minutes**

**CALL TO ORDER at 8:15 AM by Chair Shieh**

**1. CITIZEN COMMUNICATION: None**

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

- a. Discussion and possible action on the February 17, 2012 Executive Committee meeting minutes.

**The motion to approve minutes as drafted made by J. Shieh; Second by J. Cotera was approved on a vote of [3-0].**

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

- a. Discussion and possible action on the Design Commission Annual Report and Internal Review;

**The Committee reviewed and discussed proposed changes to the Design Commission Annual Report and accepted changes by consensus and forwarded them to the Design Commission for consideration.**

- b. Discussion and possible action on outreach outline to involve Council members on education about the Design Commission.

**The Committee discussed outreach efforts to reach Council members to include attending Council meetings to present Commission recommendations and one-on-one meetings with Council members as needed.**

**4. ANNOUNCEMENTS: None**

**ADJOURNMENT at 8:55 AM by consensus.**