

AEP Board Meeting Minutes From July 8, 2009

Attendees: Christy Ryan, Trevor Macenski, Janet Dallas, Scott Sjulín, Lisa Raffetto, Matt Franck, and Wendy Haydon

Recorder: Wendy

Meeting began: 11:30 a.m.

Location: Kleinfelder

Meeting adjourned: 1:00 p.m.

I. Welcome/Introductions

A. Welcome to all.

II. Minutes (May and June)

A. No changes were made to the May and June minutes. Matt Franck made a motion to approve them as-is, Scott Sjulín seconded the motion, and the motion passed unanimously.

III. Treasurer's Report: Emily Bacchini reported the following:

- A. Checking - \$7,869.36
- B. Savings - \$300.04
- C. CD - \$12,284.65
- D. Total - \$20,454.05

IV. Business

- A. Bruce Webb is stepping down from being the At-Large State Board member. After the meeting, **Matt** confirmed with Bruce that he wants to step down from being the At-Large member ~~and will advertise for it in the August newsletter~~, but he will continue to be the legislative liaison. **Christy Ryan** will talk with Wirt Lanning and Mieke Sheffield regarding the next steps for the Redding sub-chapter. **Matt** will send her contact information to Christy.
- B. Board Conference Calls vs Meetings: the Board prefers holding meetings to conference calls.

V. Programs:

- A. **June Program:** The program went well, but was problematic in its setup.
- B. **July Program:** It will be a mixer at ~~Sudwerk's Brew It Up~~ in Davis with PEMA on July 23rd. **Matt** will email a flyer advertising it.
- C. **August Program:** **Janet** will check on a speaker with the International Dark Sky Association to discuss visual resource assessment, or **Trevor** will talk with Al Herson regarding giving a talk.
- D. **September Program:** The NEPA workshop will be held on September 30 in Roseville. The speakers are confirmed; they will not share the materials with speakers for a Redding program. It will be a free workshop; a continental breakfast and no lunch will be provided. **Janet** is looking for an alternative venue in Sacramento to hold the program.
- E. **October Program:** **Janet** will check on a speaker with Caltrans.
- F. **November Program:** The CEQA workshop will be held on November 6 in Roseville.

- G. **November State Director Meeting:** **Lynne Bynder** will finalize plans for the Board, based on the venue information we provided to her. **Trevor** will coordinate with Lynne regarding the hotel decision so that we can plan a mixer for the State Directors.
- H. **Holiday Mixer:** This event needs to be planned. **Christy** will schedule another program sub-committee meeting to plan this.
- I. **Beer Brewing Event:** **Scott** will check with Brew It Up in Sacramento to find out the details/costs of holding a beer brewing event at our September or October monthly happy hour events.
- J. **Possible Future Lunch Program:** Career/Life Coaching, resume builder, combined with a networking mixer.
- K. **Lunch Program Prices:** The Board voted to approve these program prices: \$10 for unemployed attendees (members and non-members), \$20 for employed members, and \$25 for employed non-members.

VI. **Scholarship/Student Liaisons**

- A. **Scholarships Guidelines:** **Scott** is creating guidelines; he will check the San Diego chapter's guidelines as a template, and will have a draft of the guidelines available for Board review at the August board meeting. **Scott** will contact Marc regarding posting scholarship documents and forms on the website. **Lisa** will provide the student names from the UC Davis Career Fair to Scott. **Scott** will write a short biography of the past scholarship winner and will ask Marc to post it on the website. **Scott** will confirm that it is okay to post the winner's biography information on the website; (it may be appropriate to include an approval of the release of such information in the scholarship guidelines/application documents to avoid having to request permission after the award of the scholarship). **Scott** will contact the CSUS person regarding publicizing AEP. **Scott** will also contact Kim Mahoney/UC Davis regarding publicizing AEP.

VII. **Membership Update**

- A. Lisa Raffetto emailed the non-members who attended the June lunch program inviting them to join, and attached a membership application. She has received no responses yet. Lisa also checked with Lynne Bynder regarding member renewal reminders.

VIII. **Newsletter/Website:**

- A. **Newsletter/Website:** **Matt** will produce an August 1 newsletter. **Christy** will write a President's Report – due July 29th. **Scott** will write a student outreach article – due July 26th. Wendy submitted a website article that was developed jointly with Marc Descollonges. The newsletter will also include articles on past/upcoming programs, a membership update, and information regarding the APA Speaker Series. In addition, **Matt** will coordinate with Allan Lind regarding when his legislative update will be released. **Janet** will write an article.
- B. **Website:** Emily is absent; nothing to report.

IX. **APA Liaison Update:** Trevor had nothing to report.

X. **Next Board Meeting**

- A. The next meeting is scheduled for August 12, 2009 at 11:30 a.m. at Matt's and Wendy's office (CH2M HILL).

B. **Matt** will email the Board members with a request to RSVP to the meeting for lunch planning purposes prior to the August meeting.

C. Address:

CH2M HILL

2485 Natomas Park Drive, Suite 600

Sacramento, CA 95833

916-286-0272 (Matt)

Directions to CH2M HILL:

Take Garden Highway exit off I-5

Go east on Garden Highway, and turn left on Natomas Park Drive (1st street)

Stay on Natomas Park Drive, and turn left into the parking lot at the stop sign

Go to the 6th floor of the 2485 building