

AEP Board Meeting Minutes From August 12, 2009

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

Recorder: Wendy Haydon

Meeting began: 11:30 a.m.

Location: CH2M HILL

Meeting adjourned: 1:00 p.m.

I. Welcome/Introductions

- A. Welcome to all.

II. Minutes (July)

- A. The July minutes were not reviewed/approved during the meeting.

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

- A. Checking - \$7,774.67
- B. Savings - \$300.04
- C. CD - \$12,284.65
- D. Total - \$20,359.36
- E. Emily is leaving PBS&J, and will start work soon at ESA. **Emily** will email to the Board her new contact information.
- F. Pursuant to CAEP rules, each year, the chapter is required to be spending 60 percent of our chapter income on our members. In addition, the maximum reimbursement from CAEP to us for each attendee at the CEQA Workshop is now \$45 rather than the previous \$25 per person fee; lunch must be provided, as well as coffee and muffins in the morning and afternoon beverages.

IV. Business

- A. **Christy Ryan** will talk with Wirt Lanning, Bruce Webb, and Mieke Sheffield next week regarding Redding sub-chapter programs and whether to separate Redding's costs from our costs.
- B. The State Board Retreat was held on July 25-26, 2009, and Trevor Macenski attended. A summary of his report follows:
 - 1. CAEP Affiliation Agreement with NAEP: \$1 Affiliate Member fee per year would be paid to NAEP by CAEP. Benefits to AEP members to become an Affiliate Member to NAEP are: (1) they could publish articles in the NAEP Journal; (2) CEM and CEP certifications are offered by NAEP; and (3) they would receive a reduced conference registration fee to the annual NAEP conference.
 - 2. State budgets are currently being developed. It will require the chapters to report budget information in the same format. Training for Chapter Treasurers may be offered.
 - 3. Lynne Bynder has been CAEP's management company since January 2009. She is being considered for an Executive Director position – a paid employee of AEP – this issue was tabled at the Board Retreat
 - 4. Many of the CAEP Committees are attempting to make the organization more effective. Our chapter should market these committees to our chapter

members because any AEP member can be on the State Committees. The Committees will be finalized on August 22nd, then we will be able to advertise them to our membership.

5. Kent Norton will step down as President of CAEP, but will remain involved in AEP. Gene Talmadge will run for CAEP President. Some policies will be developed regarding requirements for running for President, including the necessity of the candidate to already be in a Board position.

V. Programs:

- A. **July Program: The mixer** at Sudwerk's in Davis with PEMA and The Wildlife Society on July 23rd was successful. There were approximately 75 attendees: 25 from each of the three organizations. \$700 in revenue was collected; the event cost approximately \$1,400, which will be split among the three sponsoring organizations.
- B. **August Program:** There will be no August program.
- C. **September Program:** The NEPA workshop will be held on September 30 in Roseville. The speakers are EPA, Alicia Guerra, and Al Herson. It will be a free workshop; a continental breakfast will be provided, and no lunch will be provided. **Janet Dallas** is looking for an alternative venue in Sacramento to hold the program.
- D. **October Program:** The BLM will speak regarding Alternative Energy Projects on BLM Land on October 28th. A venue is needed; Scott's Seafood is being considered.
- E. **November Program:** The CEQA workshop will be held on November 6 in Roseville.
- F. **November State Director Mixer:** The State Board meeting will be held at the Citizen Hotel in downtown Sacramento. The mixer to be held for the State Board will be held on November 6th – the Grange Restaurant (within the Citizen Hotel) is being considered as the mixer venue. **Trevor** will research the renovation of the Citizen Hotel as a possible presentation to be given at the mixer.
- G. **Holiday Mixer:** This event needs to be planned. **Janet, Christy, and Trevor** will plan the Holiday Mixer for December 3rd.

VI. Scholarship/Student Liaisons

- A. **Scholarships Guidelines:** Scott Sjulín contacted the San Diego chapter regarding scholarship bylaws, and he will decide whether to create some for our chapter. **Scott** will follow-up with Marilyn. **Scott** is developing an email for Christy and Wendy to review. **Lisa Raffetto** will provide an updated student member list to Scott. **Scott** will send out three emails to the colleges and students regarding the application announcement and deadline. **Scott** will visit UC Davis next Wednesday, will visit CSUS soon, and will contact the local junior colleges soon to provide scholarship information to them. Scott and Marc updated the website with new scholarship information. **Scott** will work with **Marc** to update the website with the scholarship winner article and photo – to be completed by the September 9th Board meeting.

VII. Membership Update

- A. **Lisa** will add the company name to the new members list in the next (October) newsletter. **Janet** will provide the list of the AEP non-members who attended the July PEMA mixer to Lisa, so that she can email membership information to them.

VIII. Newsletter/Website:

- A. No September newsletter will be produced. The next newsletter will be published on October 1st. Matt felt the August newsletter was too short and needed photos. For the October newsletter: (1) photos should be taken at the next happy hour (September 3rd); (2) **Janet** will provide July PEMA mixer photos; (3) **Scott** will write a September NEPA Workshop article and will take photos; and (4) **Matt** will write a scholarship article, and **Scott** will review it.

Information regarding the Al Herson's employer needs to be updated on our website. Al is a speaker at the upcoming NEPA Workshop. **Matt** will provide Al's current information to **Marc** to update.

- IX. APA Liaison Update:** The July 31st APA Speaker Series presentation is provided on our website, and has been downloaded 15 times to date. APA would like AEP to give another presentation; **Trevor** will provide a contact person to APA.

X. Next Board Meeting

- A. The next meeting is scheduled for September 9, 2009 at 11:30 a.m. at Il Fornaio at 4th and Capitol.