

AEP Board Meeting Minutes From September 9, 2009

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

Recorder: Wendy Haydon

Meeting began: 11:30 a.m.

Location: Il Fornaio

Meeting adjourned: 1:00 p.m.

I. Welcome/Introductions

- A. Welcome to all.

II. Minutes (July and August)

- A. The July and August minutes were reviewed/approved during the meeting. Motion by Trevor Macenski and seconded by Lisa Raffetto.

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

- A. Checking - \$7,370.45
- B. Savings - \$300.04
- C. CD - \$12,284.65
- D. Total - \$19,955.14
- E. Emily reported that we are spending 80 percent of our budgeted expenses on our members (the requirement is to spend at least 60 percent).

IV. Business

- A. **Christy Ryan** will talk with Wirt Lanning, Bruce Webb, and Mieke Sheffield regarding Redding sub-chapter programs and whether to separate Redding's costs from our costs – to be planned as a 2010 item.
- B. Trevor provided a copy of the State's proposed detailed budget and asked the **Board members** to provide comments to him by October 3.
- C. Our elections are approaching. **Wendy Haydon** will write an article for the October newsletter that describes the board positions and who is in the position now. The ballot will be done on Survey Monkey by November 1 so that it can be sent in an e-blast before the November 6 mixer.
- D. **Action Item List:** **Wendy** will delete the ongoing items from the active list, and will reorganize the list so the current month is presented first. The **Board members** should provide updates to the list to Wendy to incorporate.

V. Programs:

- A. **Green Drinks Mixer:** The recent mixer with Green Drinks was a good event. The Urban Hive is a good venue. Approximately 50 people attended.
- B. **September 30 Program:** A flyer and an e-blast is needed to advertise this program. A Paypal button is needed on the website. These should be done ASAP (**Matt and Emily**).
- C. **October 28 Program:** No one is confirmed yet for the program. Christy will talk with Allan Lind regarding whether he can give a legislative program that day.
- D. **November 6 Program:** Volunteers who work at this event (set-up/clean-up) and unemployed students will be allowed to attend it for free. **Trevor** will forward a volunteer's contact information to Janet.

- E. **Holiday Mixer:** **Trevor** will contact Kerri Michelson-Rose re: booking Axis Gallery again this year, and **Christy** will contact the Blue Cue regarding booking it for our event on Dec 3rd.

VI. Scholarship/Student Liaisons

- A. **Scholarships Guidelines:** Scott Sjulín was absent. No report.

VII. Membership Update

- A. **Lisa** will email the non-member attendees from the July PEMA mixer regarding joining AEP. **Lisa** will research the November UC Davis Career Fair and will report back to the Board.

VIII. Newsletter/Website Update

A. **The following are needed for the October newsletter:**

1. **Christy** will obtain photos from the Green Drinks mixer.
2. **Janet** will provide photos from the PEMA mixer.
3. **Scott** will write the September 30 NEPA workshop (outcome) article and will provide photos.
4. **Matt** will include an article needs to be written regarding the November 6 CEQA workshop.
5. **Matt** will include a “Save the Date” for the Holiday Mixer needs to be included in the newsletter.
6. **Wendy** will write an elections article (see IV (c)).
7. **Matt** will talk to Bruce Webb regarding providing a Legislative Update article.
8. **Trevor** will write a short article regarding the new stormwater regulations (and maybe this will be the topic of a January 2010 program?).
9. **Trevor** will write an article regarding the State Board Committees.

B. **Website Update:**

1. **Matt** will send an e-blast re: the Sept 25 APA speaker series.
2. **Christy** will check our website to make sure it is current and correct and will coordinate with Marc regarding any needed changes.

IX. Next Board Meeting

- A. The next meeting is scheduled for October 14, 2009 at 11:30 a.m. at the Esquire Grill near 13th and K Street. (The October Board meeting was later changed by the Board via email to October 13, 2009 at 11:30 a.m., to be held at Kleinfelder).