

AEP Board Meeting Minutes From August 11, 2010

Attendees: Christy Ryan, Matt Franck, Lisa Raffetto, Trevor Macenski (by phone), Wendy Haydon, and guest Craig Stevens/chapter member (Janet Dallas, Emily Bacchini, Peter Masson, Ali Kleyman were absent)

Recorder: Wendy Haydon
Location: Kleinfelder

Meeting began: 12:50 p.m.
Meeting adjourned: 2:00 p.m.

I. Welcome/Introductions:

- A. Welcome to all.

II. Minutes:

- A. There were not enough voting Board members present to adopt the minutes for June 2010.

III. Treasurer's Report:

- A. Emily Bacchini provided the report via email.
- B. Checking - \$8,572.37
- C. Savings - \$300.04
- D. CD - \$12,330.93
- E. Total - \$21,203.34

IV. Business:

- A. Christy Ryan attended the California AEP Board meeting on July 17th in Trevor Macenski's place. She indicated that the State lost 83 members last year. The State will be doing a push to increase membership during the remainder of 2010 and throughout 2011. The new State website is expected to be ready at the end of August. The next State Board meeting will be September 16th and will focus on budget. Our chapter will need to develop our 2011 budget by November 2010. When the membership reports are sent to us, Christy asked that we be sent the breakdown of new and renewed members. Our chapter will jointly hold the 2013 conference with the Central Valley Chapter. The 2011 conference will be held in Monterey, and the 2012 conference will be held in Los Angeles. Nearly all chapters made a profit on the Spring CEQA conference (all but the Los Angeles chapter). Regarding providing alcohol at chapter AEP events, our chapter is covered under the State AEP insurance policy. In addition, as long as the venue we hold our event at has a liquor license, our chapter is covered.
- B. Craig Stevens (chapter member) indicated he would help out the Board as needed.

V. Programs:

- A. Christy Ryan met with The Wildlife Society (TWS) and Professional Environmental Marketing Association (PEMA) regarding meeting/event collaboration. They want to do a project panel program with stakeholders and agencies. It would be a half-day program that would occur in 2011. A mixer is planned for August 25th at River City Brewing Company to be held jointly by our three organizations. **Christy** will obtain the cost of the event and the amount requested of our organization and we can vote by email.

- B. September 2 Green Drinks: we need to advertise this; we will sponsor snacks. **Christy** will contact Green Drinks to inform them of our sponsorship; **Emily Bacchini** will send a check.
- C. The July 2010 lunch program had low attendance (approximately 20) due to late advertising. It was a good program.
- D. The NEPA training that was scheduled for August 25th will be postponed until September. **Christy** will inform Janet Dallas.
- E. The September 2010 lunch program will be postponed, and instead the NEPA half-day workshop will occur. **Christy** will inform the Program Committee and will coordinate with Ali Kleyman regarding the Stormwater presentation.
- F. Holiday Party: **Christy** will discuss a joint party with TWS. **Trevor Macenski** will contact APA regarding their interest in participating in the event. Christy called the Blue Cue regarding holding it on December 9th or 16th. Railbridge Cellars was also mentioned as a possible venue. TWS wants to hold the event on December 9th.
- G. Redding programs: possibly hold them jointly with TWS.
- H. Possible lunch program topic: water rights.
- I. **Trevor** has the Planning Department Book of Lists from OPR (he will attempt to obtain it in Excel) – we can use this to develop the mailing list for the October CEQA Basics workshop, which will be held in Roseville. A volunteer to develop the flyer advertising the event and the mailing labels is needed.

VI. Scholarship/Student Liaisons

- A. Lisa Raffetto reported that the next career fair will be held at UC Davis on October 20th from 10 a.m. – 2 p.m. A check is needed for \$75. **Lisa** will request the check from Emily Bacchini. Trevor has the AEP booth that we can use at the fair. **Lisa**, **Matt Franck**, and possibly **Craig Stevens** will work at the fair. **Lisa** will contact the environmental clubs at CSUS to request them to post flyers in their mailbox so they can advertise our scholarship program and membership opportunity, as well as find out how we can recruit members on campus. We cannot participate in the career fairs that are held at CSUS because we do not provide jobs. The Earth Day 2011 fair will be held at South Side Park in April. **Lisa** will check with CSU Chico regarding career fairs for us to participate in. **Lisa** will call Scott Sjulín regarding obtaining scholarship application forms and who he sent them to in 2009.

VII. Membership Update

- A. Lisa Raffetto reported that she emails non-member attendees of our programs soliciting them to join. She also emails non-renewed members asking why they did not renew their membership. Trevor suggested using the Book of Lists mailing list to recruit new members. It was reported that our membership consists of 98 percent consultants and 2 percent public agencies.

VIII. Newsletter/Website Update

- A. The next newsletter will be published in September – all articles are due to Matt by August 27th. Items to be included in the newsletter are the following:
 1. Article regarding the last 3 lunch programs (May, June, July) will be written by **Craig Stevens**.

2. The July State Board meeting will be summarized by **Christy**.
3. Legislative Update from **Bruce Webb**, and membership report and advertise scholarships by **Lisa**.

IX. APA Liaison Update

- A. Speaker Series (we are not a sponsor this year).

X. Next Board Meeting

- A. The next meeting is scheduled for September 22, 2010 at 11:30 a.m. at Esquire Grill.