

AEP Board Meeting Minutes From March 3, 2011

Attendees: Trevor Macenski, Janet Dallas, Ali Kleyman, Debra Lilly, Wendy Haydon, and Craig Stevens

Recorder: Wendy Haydon

Meeting began: 1:00 p.m.

Location: Embassy Suites

Meeting adjourned: 2:10 p.m.

I. Welcome/Introductions:

A. Welcome to all.

II. Minutes:

A. The January 2011 minutes were reviewed. Trevor Macenski made a motion to approve them, Debra Lilly seconded the motion, and they were approved unanimously.

III. Treasurer's Report - Emily Bacchini was absent; no report provided. California AEP is still working on the new computer program.

IV. Business:

A. Director's Report: the State Board meeting will be held this weekend at the AEP Conference in Monterey. The release of the California AEP website to the public will be happening soon.

B. Earth Day April 21, 2011 booth at Cesar Chavez Park: No cost. **Ali Kleyman** will email Lynne Bynder to reserve the booth. **Ali** will also email the board to solicit members to staff the booth. **Debra Lilly** will include a request to staff the booth in the newsletter.

C. Monthly programs in Redding, Chico, Eureka: the possibility of developing subregions in the chapter service area was discussed. If that occurs, then the subregion would develop programs for their area. No resolution. It was also discussed the possibility of having a speaker in Sacramento do a conference call from Sacramento to a group presentation being held in another area. It was also discussed the possibility of having someone film 1 or 2 monthly programs in Sacramento and then sending those to remote areas of our chapter service area. **Janet Dallas** will check if AECOM has equipment we could use. **Ali** will check with Embassy Suites to find out what facilities they have for recording and/or videoing presentations.

D. 2012 Conference Planning: Conference will be held at Sheraton on J Street. Conference will be held May 9-12, 2012. The conference theme has been developed. The four tracks will be Air, Water, Energy/Sustainability, and CEQA/NEPA. The letter to Governor Brown has been written requesting the Governor to be a keynote speaker. **Trevor Macenski** is developing the budget. Conference flyers have been developed and printed and will be available at a booth at the 2011 Conference. Rules for volunteers need to be developed. **Trevor** will get **Todd Gordon** involved in contacting the universities for the poster session area of the 2012 conference. Anyone with conference program ideas should send them to John Kinsey. A Sponsorship chairperson is needed. Need \$75,000 revenue from sponsorship and booth rentals. Target is 500 participants. **Trevor** will discuss with the California AEP Board ideas for increasing membership by conference attendees. **Craig Stevens**

will contact the Water Education Foundation regarding possible tours that could be given during the conference.

- E. 2011 Conference attendees: Debra Lilly, Janet Dallas, Wendy Haydon, Trevor Macenski, and Craig Stevens.

V. Programs:

- A. April 20, 2011 program: **Debra** will bring the laptop and projector and will do the setup because Ali will not be attending. Ali will develop the flyer and will coordinate with Embassy Suites. **Emily Bacchini** will sign in participants and receive payments from attendees.
- B. Speed Networking Evening Event is being worked on by Ali and Chryss Meyer. It will tentatively be held in May or later in the year. **Ali** will coordinate with Todd and Chryss regarding this event.
- C. In May or June, Chryss and a second speaker are tentatively scheduled to speak regarding air quality.
- D. In June or July, an evening mixer is tentatively planned, possibly with the Women's Transportation Seminar group. Potential venues include Paul Martin's American Bistro or Crush 29 (both in Roseville).
- E. Potential outings being considered include Sutter Buttes, viewing bats at the Yolo Bypass, cave tours.
- F. Planning for the 2011 Holiday Mixer needs to start. **Ali** will contact Hot Italian and Revolution Wines to check on availability.

VI. Scholarship/Student Liaisons

- A. Todd was absent, and submitted the following report via email: he attended the UC Davis Career Fair with Lisa Raffetto on February 17. They met many students and discussed the benefits of membership with them. A total of 36 students signed up to receive more information about AEP and the scholarship. Todd has also been in contact with a Chico State University representative regarding holding a mixer in that area.
- B. **Todd** will reach out to Humboldt State University to plan a program for students in Eureka. **Trevor** will contact a Humboldt State University professor regarding speakers in that local area.

VII. Membership Update

- A. Matt was absent; no report. No membership updates were received from Lynne Bynder.

VIII. Newsletter/Website Update

- A. Debra has received all of the articles. The newsletter will be published and sent to the membership this weekend.
- B. Ali has learned how to upload chapter events to the California AEP website.

IX. APA Liaison Update

- A. Janet is the new liaison with APA. She attended a planning meeting for the APA Speaker Series. The next meeting will be held on March 15. Between June and

August, seven programs are being planned to be held on Friday mornings, plus one evening training event is being considered.

X. Next Board Meeting

- A. The next meeting is scheduled to be held after the next program meeting at Embassy Suites – currently scheduled for April 20.