

AEP Board Meeting Minutes From November 16, 2011

Attendees: Janet Dallas, Trevor Macenski (by phone), Todd Gordon, Hank Boucher, Wendy Haydon, and Craig Stevens

Recorder: Wendy Haydon

Meeting began: 1:00 p.m.

Location: Delta King

Meeting adjourned: 2:00 p.m.

I. Welcome/Introductions:

A. Welcome to all.

II. Minutes:

The August minutes have not been distributed to the Board. No review or vote. The October 26, 2011 minutes were reviewed by the Board. Trevor made a motion to approve them, Todd Gordon seconded the motion. The motion passed unanimously.

III. Treasurer's Report: Emily was absent; no report. Janet reported that **Emily** will develop a draft budget that considers the reduction in subventions from the California AEP (reduction from 25 percent to 15 percent). **Emily** will provide it to the Board in December, and we will vote on it at the January 5, 2012 meeting.

IV. Business:

- A. Trevor Macenski reported that the California AEP has budget problems, hence the reduction in subventions to the chapters. California AEP is also undertaking other budget cuts. The Chapter websites are still being updated and should be done by the end of the year. It is possible that all chapter websites could be "sub-websites" under the California AEP website. That would eliminate the chapters paying URL fees. Existing chapter websites would include a note redirecting users to their new website for a period of time. Webmasters that would service the chapter websites will have to be approved by the California AEP Website Committee. There will be an increase in student membership fees from \$20 to \$30 to cover the cost of the CEQA Handbook. A larger price difference between the members and non-members who attend California AEP-planned events is being considered by the State Board.
- B. The Panel Presentation Review subcommittee reviewed and selected the panel presentations for the conference. One additional panel regarding High Speed Rail is being considered for development for the conference. The Conference-at-a-Glance flyer is currently being developed. **Matt** will send the Conference-at-a-Glance via an eblast to the entire AEP membership by Christmas; it will also be posted on the website, and should be emailed to companies and agencies in Sacramento. **Trevor** will also list the conference as events on Facebook and LinkedIn. The selected panel presenters will also be notified by Christmas, and the deadlines for submitting the Powerpoint presentations and biographies will also be provided to them. A Keynote Speaker for the conference is still needed. The Mobile Workshop Subcommittee is working on details for the conference tours.
- C. The Call for Nominations for the 2012 Board has been developed. **Matt** should eblast it to all chapter members in late November, with a due date to respond by December 15th. The election will occur using Survey Monkey during the last couple of weeks in December.

V. Programs:

- A. **Holiday Party Planning:** It will be held at 5:30 p.m. – 7:30 p.m. on December 8th at the Crocker Art Museum. It will be a mixer with The Wildlife Society (TWS) and the American Planning Association (APA). It will be free to members who RSVP to Janet by November 30th (appetizers and one free drink). Soft drinks and bottled water will be free to all attendees. Janet indicated that there is a \$5 per person fee to tour the Museum, and discussed with the Board whether the Board would be willing to pay the \$350 fee (\$5 x 70 attendees) for the Museum tour. Mulvaney's (Museum caterer) requires the final attendee count seven days prior to the event (i.e., November 30th). Trevor made a motion that all attendees be required to RSVP by November 30th and indicate if they want a Museum tour ticket (to be paid for by AEP), and if the RSVP is received by November 30th, there will be no cost to the AEP, TWS, or APA member. The cost to the member after November 30th will be \$10. Wendy Haydon seconded the motion, and it passed unanimously. Trevor made a motion to charge non-members \$30 to attend the mixer and Museum tour, and to offer them a reduced cost to join AEP for 2012 (\$110 instead of \$140) if they join AEP that night. AEP will pay the remaining \$30 membership fee for the new member. Todd seconded the motion, and it passed unanimously. This is a good deal for the new member because the membership price rises from \$140 to \$150 in 2012.
- B. The 2012 Board Annual Planning meeting will be held on Thursday, January 5, 2012 at 5:30 p.m. at AECOM. It will be a dinner meeting. The meeting is open to all chapter members who are interested in assisting the Board.
- C. **January 26, 2012 Luncheon Program:** Janet suggested that Tuleome give a presentation, and that we invite TWS to join the lunch program. **Janet** will coordinate with Tuleome and TWS. Luncheon programs in 2012 will be held on Tuesdays or Thursdays.

VI. Scholarship/Student Liaisons

Todd reported that he and Emily are currently reviewing the scholarship applications. There will be four winners (\$500 scholarship each) announced via eblast by **Matt** at the end of November. The winners will be invited to attend the January 2012 lunch program meeting to receive their scholarship award.

VII. Membership Update

Matt was absent; no report.

VIII. Newsletter/Website Update

Debra was absent; no report.

IX. APA Liaison Update

The APA Speaker Series has ended. No other news to report.

X. Next Board Meeting

The next meeting is scheduled to be held on December 8, 2011 at the Crocker Art Museum at 4:00 p.m. (prior to the Holiday Mixer).