American Planning Association Idaho Chapter

APA Idaho Executive Board

Minutes for July 14, 2016

Daren Fluke, President

Sabrina Minshall, Vice President

Mary Huff, Secretary

Jeff Lowe, Treasurer

Aaron Qualls, Region 1

Mike Ray, Region 2

Megan Leatherman, Region 3

Jae Hill, Region 4

Sherwin Racehorse, Region 5

Jason Boal, Region 6

Brian Billingsley, L&PA

Maureen Gresham, E&O

Diane Kushlan, PDO

Vacant

Brock Cherry, Student Rep

Sabrina called the meeting to order; roll call was taken; a quorum was not present. The members present decided to proceed with discussing business but not make any decisions.

Jeff presented the Treasurer’s report. The conference was the biggest expense this month. The President’s travel was also a large expense. The Treasure’s report and expenses were tabled due to lack of quorum.

Mary informed the Board John Ingalls had resigned his position on the board due to a conflicting monthly meeting. The board will forward nominations to Daren, Sabrina, and Mary.

Sabrina provided a brief update about the 2016 elections. Ballots should be sent to the membership around August 5th. Voting will be open until mid-September. There still needs to be clarity about when the newly elected people will take office.

Mary informed the board she was resigning from the Western Planner Board. Jason Boal has expressed interest in filling that position. Jason made a request that APA Idaho reimburse him for his expenses to attend the Western Planner conference in Montana. Expenses are expected to not exceed $1,050. Jeff and Maureen thought that money could come out of the education and outreach budget. Jeff will look at this and email Sabrina if he finds a better place to take that money from. Maureen suggested letting the budget line it comes out of should be negative to help with budget planning next year. The Board agreed that a policy should be developed concerning what travel expenses would be covered and for what boards.

Jason asked the board if they would be willing to make a donation and be a sponsor at the Western Planner conference. The board thought that sponsoring other organizations in this way can become an exchange of money back and forth. The Board thought that sponsorships should come from other places rather than member organizations.

Maureen provided the Board with an update on the “Bridging Tradition and Innovation through Planning” 2016 conference planning. The volunteers are lined up. The Venues are all set. The program committee is continuing to do great work. The Award nominations have been slow to come in. There has been discussion about the Chapter automatically submitting the Gem Award winner to the National Award level. The Marketing Committee is working on SWAG and possibly some APA Idaho themed items to have for sale at the conference. The Sponsorship committee needs help. Maureen asked the Board to try to get some sponsors. Meg and Maureen are making sure that they are keeping a tight rein on the budget. The program committee has 35 proposals submitted. They are very pleased with that. A second key note has been booked and will be a video conference format. There will be a half day pre conference grant writing session for $99.00.

Jae joined the conference at 12:40 which made a quorum. Sabrina covered the action items and asked the board to vote on each item.

Maureen moved to approve the Treasurer’s report and expenditures. Mary seconded, the motion carried.

Jeff moved to appoint Jason Boal as the Idaho representative to the Western Planner Board. Jae seconded; the motion carried.

Maureen moved to reimburse the travel expenses up to $1,050 for Jason to attend the Western Planner conference with that money coming out of the Education and Outreach budget. Jae seconded; the motion carried.

Maureen moved to not send a sponsorship donation to Western Planner. Jeff seconded; the motion carried.

Mary moved to approve that APA Idaho automatically submit and pay the nomination fee to submit the Gem Award winner to the Idaho Smart Growth Grow Smart award. Aaron seconded; the motion carried.

Brian has not heard any follow up information on the park model legislation. Other than that, there is nothing to report.

There is a new Planning Director in Bonner County. Aaron is working on recruiting more members.

Jae reported that there has been a lot of turnover in the valley and he has been extremely busy which has made it hard to meet with people. He will be attending the Southern Idaho Planning Directors group at the end of the month and try to get a quarterly meeting set up with them.

Jason reported that they have also had a lot of turnover in his region. He is still trying to get settled in to his new job and didn’t have any other news to report.

The meeting adjourned at 1:00 pm.

*Respectfully submitted by Mary Huff – Secretary*