American Planning Association Idaho Chapter

APA Idaho Executive Board

Minutes for August 14, 2014

Daren Fluke, President

Joel Plaskon, Vice President

Mary Huff, Secretary

Renee Magee, Treasurer

Lisa Ailport, Region 1

Mike Ray, Region 2

Don Matson, Region 3

Charles Hutchinson, Region 4

Mathew Lewis, Region 5

Brad Cramer, Region 6

Brad Clark, L&PA

Maureen Gresham, E&O

Diane Kushlan, PDO

Bob Arleth, P&Z Representative

Aaron Mondada, Student Rep

Daren called the meeting to order at 12:00 pm; roll call was taken; a quorum was present.

Mike Ray moved to approve the July 10th minutes. Don seconded; the motion carried.

Renee previously sent the Treasurer’s report to the Board via email. Brad Clark moved to approve the Treasurer’s report and ratify $136.38 in paid bills with an investigation of the $35.90 monthly charge. Charles seconded; the motion carried. Approval of the revised budget was tabled until the September meeting.

Don provided an update concerning the 2014 conference, “Building Better Partnerships”

Awards Committee: The awards committee has received three award nominations. The Board agreed that we should extend the deadline for one week in hope of receiving more nominations.

Program Committee: The program committee has three mobile tours scheduled for Friday. We are still in need of more regular session proposals. Daren asked the region representatives to contact the members in their area to see if they can get more proposals. An email will be sent asking for session proposals to be submitted as soon as possible. Maureen previously contacted partner organizations to solicit session proposals.

Sponsorship Committee: This committee is just getting up and running. They will be holding their first meeting in the coming week. An update will be provided next month.

Registration Cost: A lengthy discussion was held concerning what the registration cost should be for this year’s conference for members as well as students. Students that volunteer will have a reduced registration fee to cover the cost of food. Students that do not volunteer will pay the normal registration fee. Diane and Aaron will work together to coordinate the student schedule and details. There was discussion about reduced rates for planning commissioners and elected officials. After much discussion, the Board agreed that there would not be a reduced rate at this time. Diane sent a draft conference budget to the Board via email. Diane will run some final numbers and send additional information to the Board before the next meeting. Don plans to have conference registration live by the end of the month.

Mary discussed the student membership dues resolution that she emailed to everyone along with proposed changes to the bylaws. Don moved to approve the resolution and bylaw amendment; Brad Clark seconded; the motion carried. This matter will be put to the membership to vote on this election cycle.

Daren discussed the proposed APA National Board structure with the Board. Daren and Mary will work on this and have something more formal to present to the Board next month.

Lisa discussed the email that Maureen sent to the Board concerning available training opportunities. Maureen’s email was a summary of available educational opportunities for members. Her conclusion was that there are enough opportunities available for everyone to maintain their AICP certification. All of the training she listed offered AICP credits, are free to our members, and can be viewed on-site via webcast. There is also an opportunity to pay $150 a year to join the Planning Webcast Series Consortium. We would have to participate by organizing one webinar to be presented to the audience, which is all over the country and typically is between 500-700 people. They are willing to prorate us for this year at $75. Daren thought that for this year, the region representatives could decide if they want to purchase this out of their individual budgets. Lisa made a motion to have Maureen look into this more for next year’s budget. Charles seconded; the motion carried. Lisa will follow up with Maureen and they will have a presentation prepared for the September meeting.

There was no legislative update.

Brad Clark briefly discussed the County Planning Director’s group proposed by Michelle Fuson. Brad will invite her to submit a session proposal for a County Planning Director’s group at this year’s conference. The Board would like to work with her to facilitate such a group.

Daren discussed the APA National membership drive. They would like chapters to partner with them by offering a 25% reduction in membership fees for an individual’s first year of membership. Mary moved to partner with APA National's membership drive and to accept a 25% reduction in membership fees for first time members. Mike seconded; the motion carried.

The discussion concerning Western Planner was tabled until the September meeting.

Lisa’s free law and ethics session will be held Tuesday, September 16th. She is using this training as a platform to try to get more members from her region. Mike is encouraging members in his region to attend this training session.

Charles mentioned that the City of Jerome has an opening for a Planning and Zoning Manager.

Brad Cramer is planning his next regional meeting as a trip to Teton County for a tour of their Zombie subdivisions with Jason Boal.

There being no further business; the meeting was adjourned at 1:00 pm.

*Respectfully submitted by Mary Huff – Secretary*