American Planning Association Idaho Chapter

APA Idaho Executive Board

Minutes for April 11, 2013

[ ]  Daren Fluke, President

[x]  Joel Plaskon, Vice President

[x]  Mary Huff, Secretary

[x]  Renee Magee, Treasurer

[x]  Joan Bramblee, Region 1

[ ]  Mike Ray, Region 2

[x]  Jon Cecil, Region 3

[ ]  Charles Hutchinson, Region 4

[ ]  Vacant, Region 5

[x]  Brad Cramer, Region 6

[x]  Jon Norstog, L&PA

[ ]  Anna Canning, E&O

[x]  Diane Kushlan, PDO

[x]  Bob Arleth, P&Z Representative

[ ]  Vacant, Student Rep

Jon called the meeting to order at 12:05 PM

Roll call was taken, a quorum was present.

Joel made a motion to approve the minutes for March 14, 2013 as written. Jon Norstog seconded the motion; motion passed.

Renee provided the Treasure’s report. She emailed a packet of information for the Board to review prior to the meeting including a summary of three prior fiscal years and the profit and loss statement for 2012. Renee would like the Board to approve expenses on a monthly or quarterly basis. The checking and savings accounts have a balance of $42,205.07. The association spent $727.45 for the first quarter of 2013. The expenses are primarily for the web site, the post office box, and the President’s travel. Joel moved to accept the financial report. Bob Seconded. Jon called for further discussion; Joel agreed that the expenditures need to be approved by the board on a regular basis as an agenda item. Jon Cecil agreed as well, and said that it should be done at least quarterly. Motion passed.

Diane moved to amend the agenda to move the budget adoption up on the agenda. Mary seconded; motion passed.

Renee sent the proposed 2013 budget to the Board for review. It is essentially the same budget as 2012. She thought we may want to change some line items to break out expenses more specifically. Diane mentioned that we may need to budget for being a certified provider since University of Idaho may not be willing to continue to incur this expense on our behalf. We already paid half of the expense in 2012 and it looks like we may need to budget for that in 2013. We may also want to look at making some changes to the education budget. Based on the discussion, Renee, will make some revisions to the category line items and send them out for review via email before the next meeting. The Board will send comments to Renee and this item will be put on the May agenda. Diane moved that the 2013 budget be approved. Jon Norstog seconded; motion passed.

Brad provided an update on the progress of the 2013 conference. The program committee plans on meeting the last week of April. Brad is still working on getting the logo finalized. He has sent out a survey seeking input from the membership concerning mobile tours. There was quite a bit of interest in the INL tour, so he will move forward with that. Sponsorship options will remain basically the same as they have been in the past. Brad is still working on securing a keynote speaker. Some potential options are John Grossenbacher, Director, Idaho National Laboratory, various national speakers, the Think Tank may have some good ideas, or perhaps we could get someone from APA National. Brad is concerned that we are running out of time to get someone committed. Diane suggested that Brad may be able to find someone when he is at the APA national conference. Jon Norstog recommended looking to the oil and gas experts from North Dakota oil and gas Commission. If anyone has any suggestions, they need to be sent to Brad as soon as possible. Brad will contact the Board via email with prospects as he narrows it down. Concerning the movie screening, the theater is reserved; we will have 3 to 9 different movies to choose from depending on what is being shown at the time. Brad discussed the option of purchasing a Gasland DVD to show at the hotel.

Joel got feedback from several Board members on the draft strategic plan. He has incorporated all of their comments into the draft. Daren sent out the APA chapter success manual which Joel has been reviewing. He will go back through APA National draft to see if there is anything in it that would be appropriate to include in our draft plan. He anticipates having a final draft out to the Board in the next couple of weeks and hopefully have a final draft prepared for adoption at the May meeting.

Jon Norstog discussed the various planning bills from the legislative session; everything that we supported, failed. Everything that we opposed passed. We did work more closely with the Idaho Associations of Cities and Counties. We worked a lot on S1138, which went through many changes, ultimately, we opposed it, but it passed. Jon believes that we need to get better about getting our comments submitted. Discussion was held concerning things that we could do as a chapter to be heard more effectively. This may be something that we could put on the May agenda for more specific discussion.

Jon informed the Board that Anna will not be able to organize the spring mini conference this year. Diane suggested trying to do it at the same time of the Idaho Association of Cities conference which will be held June 19-21. Diane thought that we may be able to do ours a day before or a day after theirs. Diane can help until May 14th, but then she is out of town for three weeks. Diane will meet with Daren and will get back with Jon to see about helping put this together in the Boise area.

Joel is working on trying to find a Region 5 Representative and a Student Representative.

Meeting adjourned at 1:00 PM