American Planning Association Idaho Chapter

APA Idaho Executive Board Meeting

Agenda for August 10\textsuperscript{th} @ 12:00 pm MT (11:00 PT)

VIDEO Conference: https://meet.lync.com/cityofboise-org/lletson/HTCJDF1C

OR dial in using your phone.
United States: +1 (844) 789-5876
Access Code: 9417103345

Leon Letson, President
Daren Fluke, Past President
Aaron Qualls, President Elect
Maureen Gresham, Secretary
Jeff Lowe, Treasurer
Hilary Anderson, Region 1
Mike Ray, Region 2
Megan Leatherman, Region 3
Micah Austin, Region 4
Sherwin Racehorse, Region 5
Josh Wilson, Region 6
Brian Billingsley, L&PA
Erik Brubaker, E&O
Diane Kushlan, PDO
Vacant, P&Z Rep
Taylor Minshall, Student Rep

Additional attendees included Charles Hutchinson.

Leon Letson called the meeting to order at 12:05 p.m.

Action Items:

1. Approval of the July 13\textsuperscript{th}, 2017 meeting minutes was moved to the September 14\textsuperscript{th} meeting.
2. Daren Fluke made a motion to pass the Treasurer’s report, second by Mike Ray. The motion passed unanimously.
3. Daren made a motion to adopt the 25% rate for Idaho Chapter memberships and provide to membership for review, second by Micah. The motion passed unanimously. Daren stated the importance of marketing the value of this membership with ID Chapter members.

Information/Discussion Items:

4. Statewide Annual Conference Update (Leon/Charles)

Charles Hutchinson summarized the conference chair meeting from earlier in the day. 16 proposals had been received as of August 10\textsuperscript{th}. Mobile tours were still being coordinated. Work had begun on the short program and registration form. Daren Fluke provided an update on sponsorships and requested assistance from the Ketchum/Sun Valley team to reach out to potential sponsors in their area. Leon Letson agreed to take on setting up online registration with APA National and noted fees would mirror what was used in 2016. Taylor Minshall was selected to work on graphic design for the various conference materials. Micah Austin agreed to coordinate the on-the-ground effort in Ketchum/Sun Valley, including meeting with staff from the Limelight Hotel and assisting with transportation, etc. for the mobile tours. Diane Kushlan agreed to register sessions for CM credits with APA National.

5. Idaho Rural Partnership Update (Maureen)

This item was deferred to a later date.

6. Board retreat update follow up items

   a. By-Law Amendment

   Brian Billingsley summarized the proposed amendments, including incorporating the financial policy developed by Jeff into the by-laws. Diane Kushlan recommended the financial policy not be included verbatim, but rather be referenced to allow for flexibility. Diane and Daren offered to review the proposed by-laws and financial policy and provide recommendations for changes. Leon requested these come back before the Board for approval in September. The Board also
discussed the adoption process for the by-law amendment and agreed to bring these to ID Chapter membership for a vote in October.

7. Region Representatives reports (Regional Reps)

Hilary Anderson provided an update on several planning efforts impacting the Region 1 area. Michael Ray discussed the upcoming Western Planner Conference in South Dakota.

8. Meeting adjourned at 12:50.