

# American Planning Association Idaho Chapter

## APA Idaho Executive Board Meeting

Agenda for August 10<sup>th</sup> @ 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**

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|---|--|
| <input checked="" type="checkbox"/> Leon Letson, President        | <input checked="" type="checkbox"/> Micah Austin, Region 4       |
| <input checked="" type="checkbox"/> Daren Fluke, Past President   | <input type="checkbox"/> Sherwin Racehorse, Region 5             |
| <input checked="" type="checkbox"/> Aaron Qualls, President Elect | <input type="checkbox"/> Josh Wilson, Region 6                   |
| <input type="checkbox"/> Maureen Gresham, Secretary               | <input checked="" type="checkbox"/> Brian Billingsley, L&PA      |
| <input checked="" type="checkbox"/> Jeff Lowe, Treasurer          | <input checked="" type="checkbox"/> Erik Brubaker, E&O           |
| <input checked="" type="checkbox"/> Hilary Anderson, Region 1     | <input checked="" type="checkbox"/> Diane Kushlan, PDO           |
| <input checked="" type="checkbox"/> Mike Ray, Region 2            | <input type="checkbox"/> Vacant, P&Z Rep                         |
| <input type="checkbox"/> Megan Leatherman, Region 3               | <input checked="" type="checkbox"/> 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<sup>th</sup>, 2017 meeting minutes was moved to the September 14<sup>th</sup> 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<sup>th</sup>. 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.