

# American Planning Association Idaho Chapter

Minutes for June 15, 2017

<input checked="" type="checkbox"/>	Sabrina Minshall, President	<input checked="" type="checkbox"/>	Micah Austin, Region 4
<input type="checkbox"/>	Daren Fluke, Past President	<input checked="" type="checkbox"/>	Sherwin Racehorse, Region 5
<input checked="" type="checkbox"/>	Leon Letson, Vice President	<input checked="" type="checkbox"/>	Josh Wilson Region 6
<input checked="" type="checkbox"/>	Maureen Gresham, Secretary	<input checked="" type="checkbox"/>	Brian Billingsley, L&PA
<input checked="" type="checkbox"/>	Jeff Lowe, Treasurer	<input type="checkbox"/>	Erik Brubaker, E&O
<input checked="" type="checkbox"/>	Aaron Qualls, Region 1	<input checked="" type="checkbox"/>	Diane Kushlan, PDO
<input checked="" type="checkbox"/>	Mike Ray, Region 2	<input type="checkbox"/>	Vacant
<input type="checkbox"/>	Megan Leatherman, Region 3	<input checked="" type="checkbox"/>	Brock Cherry, Student Rep

Additional attendees include Hilary Anderson and Charles Hutchinson.

Sabrina called the meeting to order at 12:05.

## Action Items

1. Leon Letson made a motion to approve the May 18<sup>th</sup> meeting minutes, seconded by Mike Ray. The motion passed, with Sherwin Racehorse abstaining.
2. Micah Austin made a motion to pass the Treasurer's report, second by Leon Letson. The motion passed unanimously.
3. Sabrina Minshall made a motion to move Leon Letson to the President position in accordance with our board bylaws, seconded by Brock Cherry. The motion passed unanimously.
4. Leon noted that Sabrina recommends Aaron Qualls for the President Elect position to fill the remaining 2017-2018 term. Sherwin made a motion to nominate Aaron Qualls to the President-Elect position, seconded by Mike Ray. The motion passed unanimously.
5. Leon noted that Hilary Anderson to fill the remaining term Region 1 Representative now vacated by Aaron Qualls. Mike Ray made a motion to nominate Hilary Anderson to the Region 1 Representative position, seconded by Aaron Qualls. The motion passed unanimously

## Information/Discussion Items:

1. 2017 Elections

Maureen noted that the following people are nominated for the upcoming election:

Region 1 – Hilary Anderson

Region 2 – Mike Ray

Region 3 – Céline Acord and Jason Boal

Region 4 - Esmeralda Chavez

Region 6 – Josh Wilson

Maureen also noted that Sherwin Racehorse nomination for Region 5 Representative came in after the national APA deadline. The board agreed to consider this when determining how to fill the term in September.

Brock Cherry noted that he is no longer a student and, according to board bylaws, will vacate the Student Rep position after our next meeting. Brock further stated he will provide a recommendation to fill the Student Rep position at the next meeting.

2. 2017 Statewide Conference

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Charles Hutchinson, Conference Chair, stated he has set up by-weekly conference calls with the conference planning team members. He noted that the Call for Proposals is out. Leon suggested sending the Call for Proposals out to neighboring state APA list serves. Charles also noted the Awards nomination was out and that he is preparing a new budget and schedule. Diane noted that there is a 6-week time lag for sessions to receive CM credit approval. Diane also recommended using the National APA registration tool.

## 3. Board retreat update follow up items

Jeff noted he sent out a draft Budget and Financials Policy for the board's consideration. He asked that board members review this and be prepared to discuss at the next meeting. Leon noted that if any board member had suggestions to forward those on to Jeff.

Leon inquired if anyone is assigned to work on the Conferences and Events item. Sabrina thought that Erik B. was possibly assigned. Leon invited anyone to jump in on tasks and assignments for retreat follow up items.

Brian volunteered for bylaw update.

Aaron, Brock and Leon committed to having proposed new messaging / mission statement by August and to work with Brian as it pertains to a bylaws update. Aaron stated that at the board meeting it was decided to re-visit our messaging/mission statement and consider who the audience is (i.e. planners, citizens and the legislature) which can inform revised marketing materials. Aaron stated he has initiated website changes / cleanups.

Sherwin stated he had some suggested bylaws changes. Brian stated that he received Sherwin's email and will consider the comments.

## 4. Representatives Reports

Region 1 – Aaron attended the APA WA Inland NW section and reaffirmed commitment to cross-promote events.

Region 2 – Mike also attended the Inland NW Chapter and reaffirmed the same.

Region 3- Meg left the meeting at 11:40pm

Region 4 – Southern ID Region 4 Planning and Zoning Administrators Conference - Meeting in Shoshone for surface gravel and zoning designations as they pertain to the comp plan. Minute taking as it pertains to subdivisions. Great time to communicate with Magic Valley Planners.

Region 5 – Sherwin said that there is a presentation regarding the census in the region. Sherwin would like to start working on a Region 5&6 mini conference. Sherwin stated that a CEDS update for the region is being worked on. An August 2018 tribal planning conference at the Fort Hall Reservation is in planning stages and will coordinate with the annual powwow. Sherwin asked that the board consider sponsoring it.

Region 6- Josh stated that Teton County just hired a planning administrator filling a gap since November.

Brock gave an update about his next steps and is currently working with University of Idaho and IRP.

Aaron moved to adjourn the meeting, seconded by Hilary. The meeting adjourned at 12:50.

*Respectfully submitted by Maureen Gresham – Secretary*