American Planning Association Idaho Chapter

APA Idaho Executive Board

Minutes for September 12, 2013

Daren Fluke, President

Joel Plaskon, Vice President

Mary Huff, Secretary

Renee Magee, Treasurer

Joan Bramblee, Region 1

Mike Ray, Region 2

Vacant, Region 3

Charles Hutchinson, Region 4

Mathew Lewis, Region 5

Brad Cramer, Region 6

Jon Norstog, 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.

Joel made a motion to approve July 11th, and August 8th minutes. Mike seconded; the motion carried.

The Treasurer reported that the checking account has $35,215.95. The savings account has $704.79. Renee will have a full report prepared in the coming week.

Brad Cramer gave an update of the progress of the 2013 annual conference. Due to a low registration for the windmill tour, the tour will probably have to be cancelled. Sponsorships are coming along nicely. Daren asked the Board to continue to work on soliciting more sponsors. We have a lot of student volunteers lined up to help with various jobs at the conference. The students will be making the presenter introductions this year. The University of Idaho will be the CM provider this year. Charles and Brad are working with Michele Vachon to get her everything she needs. The awards committee will be holding their final meeting for scoring and selections of the 2013 winners. The committee would like to work together over the next year to improve and refine the awards program. Part of the Strategic Plan already identifies a need for the Award Program to be improved. Joel will add that to the current work plan.

The annual business meeting will be held Thursday the 10th at the hotel immediately following the conference sessions in order to try to encourage more of the membership to attend the meeting.

Joel sent the work plan out to the Board. He asked that the Board take the initiative to begin work on their portions of the work plan. Diane has stated that she will take the lead on the BSU end on a planner in residence program. Mary made a few changes to the website portion and Daren is working on the best practices portion. Joel asked that the Board review the work plan and have a report back for the October meeting. Mary asked for the Board’s approval to send a survey out to the membership concerning what improvements they would like to see to the website. The Board agreed that would be useful.

Joel updated the Board on the 2013 elections. He sent 65 emails out soliciting nominations for each open position. He tried to focus on getting a good cross section of urban and rural representation. Region one has three candidates, region two is unopposed, region three has five candidates, region four has two candidates, region five is unopposed, and region six is also unopposed.

Daren reported that we received only one letter of interest for the Legislative Liaison position. His information was sent to the board for their review. Diane Kushlan moved to approve Brad Clark as the new Legislative Liaison. Jon Norstog seconded; the motion passed.

Daren discussed the APA web training series. COMPASS has recently purchased the streaming web training series to be viewed at their facility in Meridian. There has been a lot of interest in the northern part of the state to get an option available so that they can participate. Daren made a motion to include a new item in the budget to pay for the streaming web training series for the Northern portion of the state. Maureen seconded; the motion carried. Renee will include the new line item in the budget. Daren will work with Mary to get the details out to the full membership.

Mary discussed the APA National FTP storage site. She has sent a link to the full Board. Daren suggested that the Board notify Mary before they add items so that we don’t end up with a lot of stray files.

Diane reported that there are at least three people that will be taking the AICP exam in November. There is a study group that is meeting in the Treasure Valley. Daren will try to find out if there will be a new study guide developed for the new exam.

Aaron asked the Board if they were okay with him developing a section of a BSU blog that discusses what is going on with Idaho APA. The Board thought that was a great idea. Mary said that she would like to link it to the Idaho APA website; Aaron will work with her to get her the information.

Jon Norstog made a motion to adjourn. Joel seconded; the motion passed.

*Respectfully submitted by Mary Huff, Secretary.*