

# American Planning Association Idaho Chapter

## Board Meeting

Agenda for September 10<sup>th</sup>, 2020 @ 12:00 pm MST (11:00 am PT)

**Microsoft Teams Meeting (follow the link in the meeting)**

**For Call-In only, (888) 592-8724**

**Conference ID: 301 649 234#**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Leon Letson, President        | <input checked="" type="checkbox"/> Carl Anderson, Region 5                    |
| <input type="checkbox"/> Vacant, Past President                   | <input type="checkbox"/> Cindy Donovan, Region 6                               |
| <input checked="" type="checkbox"/> Aaron Qualls, President Elect | <input type="checkbox"/> Jason Boal, L&PA                                      |
| <input checked="" type="checkbox"/> Nicolette Womack, Secretary   | <input type="checkbox"/> Kristy Inselman, E&O                                  |
| <input checked="" type="checkbox"/> Jeff Lowe, Treasurer          | <input checked="" type="checkbox"/> Diane Kushlan, PDO                         |
| <input type="checkbox"/> Hilary Anderson, Region 1                | <input checked="" type="checkbox"/> Cookie Allen, Tribal Planning Rep          |
| <input checked="" type="checkbox"/> Mauri Knott, Region 2         | <input checked="" type="checkbox"/> Elizabeth Allen, Student Rep – U of I      |
| <input type="checkbox"/> David Moser, Region 3                    | <input checked="" type="checkbox"/> Mark Rud, Student Rep – U of I (designate) |
| <input type="checkbox"/> Vacant, Region 4                         | <input type="checkbox"/> Vacant, Student Rep – BSU                             |
|   | <input checked="" type="checkbox"/> Jaap Voss, Urban Planning Faculty Rep      |
|   | <input checked="" type="checkbox"/> Brittany Skelton, Western Planner Rep      |

1. Leon called the meeting to order
2. Nicolette called roll.

### Action Items:

1. Leon presented the minutes for August 13<sup>th</sup>, 2020 for approval. *Jeff motioned approval, Mauri seconded.*
2. Jeff presented the Treasurer's report for August 2020 and requested approval of expenditures. *Jaap motioned approval, Aaron seconded.*
3. Leon presented the election results. Vice President - Hilary Anderson, Treasurer - Ethan Mansfield, Secretary - Tom Laws. *Jaap motioned ratification, Carl seconded.*

### Discussion Items:

1. Nicolette provided 2020 Conference updates. 39 registrants, \$10,000 in sponsorships. Ada County Commissioner Lachiondo and Mayor McLean as guest speakers. Awards are being made, presented final winners. Testing is scheduled. Will send survey to board for Board Dinner replacement.
2. Diane provided a PDO update. AICP exam in November, chapter scholarship is available.  
Cookie provided a Tribal Planning update. Looking forward to conference session, working with Jason Boal on legislative concerns.  
Jaap provided an Urban Planning Faculty update. Offering Intro to Planning Course in Spring and Fall, working on 2021 Conference.  
Elizabeth provided an update on developing Webinar series. Working for Idaho Smart Growth.  
Mark had no Student Representative updates  
Brittany provided a Western Planner update. Working on Joint Conference in 2021 in Sedona, AZ.  
Attended Board Orientation, discussed resources for planning issues, increasing social media presences, highlighting urban vs. rural issues.
3. Hilary emailed her Region 1 update. Hayden is hiring a Senior Planner. CDA has an RFP for a Citywide Historic Preservation Plan. APA WA Inland Empire Section Priest Lake Conference is taking shape. Cookie Allan and Hilary met last week to discuss the CDA Tribe's Comprehensive Plan and having a meeting with the Tribe and City leadership.

Mauri provided a Region 2 update. Working on encouraging people to register for Annual Conference. Increase in COVID cases. Discussion on networking during Annual Conference and potential happy hour sessions.

Carl provided a Region 5 update. Interested ISU student, hoping to increase student engagement. Discussion on amending bylaws to allow alternative planning programs onto the Board. Discussion on the correct number of student representatives on the board.

4. *Aaron motioned to adjourn the meeting, Brittany seconded.*

# American Planning Association Idaho Chapter

## Board Meeting

Agenda for August 13<sup>th</sup>, 2020 @ 12:00 pm MST (11:00 am PT)

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| <input checked="" type="checkbox"/> Jeff Lowe, Treasurer        | <input checked="" type="checkbox"/> Diane Kushlan, PDO                         |
| <input checked="" type="checkbox"/> Hilary Anderson, Region 1   | <input type="checkbox"/> Cookie Allen, Tribal Planning Rep                     |
| <input checked="" type="checkbox"/> Mauri Knott, Region 2       | <input checked="" type="checkbox"/> Elizabeth Allen, Student Rep – U of I      |
| <input type="checkbox"/> David Moser, Region 3                  | <input checked="" type="checkbox"/> Mark Rud, Student Rep – U of I (designate) |
| <input type="checkbox"/> Vacant, Region 4                       | <input checked="" type="checkbox"/> Vacant, Student Rep – BSU                  |
|   | <input type="checkbox"/> Jaap Voss, Urban Planning Faculty Rep                 |
|   | <input type="checkbox"/> Brittany Skelton, Western Planner Rep                 |

1. Leon called the meeting to order
2. Nicolette called roll

### Action Items:

1. Leon presented the minutes for July 9<sup>th</sup>, 2020 for approval. *Hilary motioned approval, Mauri seconded. Diane abstained.*
2. Jeff presented Treasurer's report for July 2020 / Requested approval of expenditures. JUMP refund received and dues received. *Kristy motioned approval, Carl seconded.*

### Discussion Items:

1. Elizabeth presented on a developing Webinar Series, requested support. Series would feature topics for new planners or new areas of focus. Leon and Diane offered to help organize speakers. Discussed waiting until after the conference, but introducing at conference.
2. Nicolette presented on the 2020 Conference updates. Registration to go live shortly. Reviewed attached materials on awards and session submitted and discussed pricing.
3. Hilary provided a Region 1 update. Priest Lake Conference is November 5<sup>th</sup> and includes 4 sessions. Carl provided a Region 5 update. Discussing Planning with Pints potential. Hilary provided an update for Cookie who was unable to attend. Cookie is working with Karla and Nicolette on a Tribal Sovereignty session at conference. Working with Jason Boal on Legislative Issues.
4. Mark provided a student update on COVID testing at U of I. Elizabeth will be moving to Boise area. Hana is working on the future of Urban Club.
5. Meeting Adjourned

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| <input type="checkbox"/> Vacant, Region 4                         | <input type="checkbox"/> Hana Veal, Student Rep – BSU                          |
|   | <input checked="" type="checkbox"/> Jaap Voss, Urban Planning Faculty Rep      |
|   | <input checked="" type="checkbox"/> Brittany Skelton, Western Planner Rep      |

1. Leon called the meeting to order.
2. Nicolette called roll.

### Action Items:

1. Leon presented the minutes of July 11<sup>th</sup>, 2020 for approval. Hilary noted the Western Planner typos. *Jason motioned approval, Jeff seconded*
2. Jeff presented the Treasurer's report for June 2020 / Requested approval of expenditures. Whova was paid for, JUMP refunded deposits. *Jaap motioned approval, Mauri seconded.*

### Discussion Items:

1. Nicolette provided a 2020 Conference update. 25 sessions proposed, submitting additional information for CM credit verification. Working on sponsorships and award deadline is August 1<sup>st</sup>. Still discussing prices and group tickets.
2. Hilary provided a Region 1 update. Priest Lake Conference will be virtual on November 5<sup>th</sup>, discussing prices. Theme is Rising to the Moment .  
Mauri provided a Region 2 update. Highway connecting Idaho N/S is closed. Back from shut down, curious about University fall class plans.  
David provided a Region 3 update, not much to report, small drop in applications, upticking again.  
Carl provided a Region 5 update, working in the office. Watching University plans. City of Pocatello is hiring.  
Cindy provided a Region 6 update. No slowdown in applications, City of Driggs working on parking and sidewalk cafes.
3. Jason provided a L&PA update. Reach out if you hear of issues his team should work on.  
Kristy had no E&O updates.  
Diane was not in attendance for PDO updates.  
Mark provided student updates. U of I will have no spring graduation in August. Masks will be required, classes will move online after Thanksgiving. COVID 19 testing will increase on campus.

Cookie provided a Tribal Planning update. Appreciated meeting last week to discuss responsibilities. Interested in proposing a session for Annual Conference. Nicolette will email session proposal form.

Brittany provided a Western Planner update. Conference will be virtual and recorded. Interested in APA ID sponsorship.

Jaap provided an Urban Planning Faculty update. U of I is worried about the international student requirements for in person. Enrollment is currently up, but hard to tell until school begins. Riggins highway closure poses problems as well.

4. Open Discussion on sidewalk cafes. Sandpoint is working on furnishing zones.
5. Meeting adjourned at 12 41 pm.

IDAHO CHAPTER AMERICAN PLANNING ASSOCIATION

**FINANCE REPORT**

August 1 thru 31, 2020

**Cash and Investments**

August Beginning Balance Checking (ICCU)	\$34,304.87
August Beginning Balance Savings (ICCU)	\$10,792.26
August Beginning Balance Petty Cash	\$0.00

<b>Total Cash and Investment</b>	<b>\$45,097.13</b>
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**Deposits/Interest - Savings**

**\$0.00**

**Deposits/Interest - Checking**

<b>Total Checking Deposits</b>	<b>\$0.00</b>
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**Charges /Fees**

8/31/2020 Staples - Admin supplies -thumbdrive (2)	\$13.76
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<b>Total Charges</b>	<b>\$13.76</b>
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**Bills Paid by Check (Other)**

<b>Total All Checks</b>	<b>\$0.00</b>
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<b>August Total Expenditures</b>	<b>\$13.76</b>
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**Petty Cash Spent**

**\$0.00**

August Ending Balance Checking (ICCU)	\$34,291.11
August Ending Balance Savings (ICCU)	\$10,792.26
August Ending Balance Petty Cash	\$0.00

<b>Total Cash and Investment</b>	<b>\$ 45,083.37</b>
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