

# American Planning Association Idaho Chapter Board Meeting

Agenda for April 8<sup>th</sup>, 2021  
12:00 pm MT (11:00 am PT)

Zoom Meeting (sent via email)

- |  |  |
|--|--|
| <input type="checkbox"/> Aaron Qualls, President         | <input type="checkbox"/> Carl Anderson, Region 5               |
| <input type="checkbox"/> Leon Letson, Past President     | <input type="checkbox"/> Cindy Donovan, Region 6               |
| <input type="checkbox"/> Hilary Anderson, Vice President | <input type="checkbox"/> Jason Boal, L&PA                      |
| <input type="checkbox"/> Tom Laws, Secretary             | <input type="checkbox"/> Elizabeth Allen, E&O                  |
| <input type="checkbox"/> Ethan Mansfield, Treasurer      | <input type="checkbox"/> Diane Kushlan, PDO                    |
| <input type="checkbox"/> Erik Brubaker, Region 1         | <input type="checkbox"/> Cookie Allen, Tribal Planning Rep     |
| <input type="checkbox"/> Mauri Knott, Region 2           | <input type="checkbox"/> <b>Vacant</b> , Student Rep – U of I  |
| <input type="checkbox"/> David Moser, Region 3           | <input type="checkbox"/> <b>Vacant</b> , Student Rep – BSU     |
| <input type="checkbox"/> Robyn Davis, Region 4           | <input type="checkbox"/> Jaap Vos, Urban Planning Faculty Rep  |
|  | <input type="checkbox"/> Brittany Skelton, Western Planner Rep |

1. Call to order (*Aaron*)
2. Roll Call (*Tom*)
3. Announcements (*Aaron, et. al.*)

## Action Items:

1. Approval of Minutes for March 14, 2021 (*Aaron*)
2. Treasurer's Report for March 2021 / Approval of Expenditures (*Ethan*)
3. Appointment of Meredith Covey to BSU Student Representative Position (*Aaron*)
4. Chapter Only Membership Fee (*Aaron*)
5. Annual Conference (*Aaron, et. al.*)
  - a. Survey Results: <https://www.surveymonkey.com/stories/SM-FC3H9S2C/>
6. Annual Sponsorship Program (*Aaron & Tom*)

## Discussion Items:

1. Legislative Update (*Jason*)
2. Zoom Tricks (*Jaap*)
3. Open Discussion / Updates
4. Adjourn

<b>Next Month's Agenda Items:</b>	<b>Next Month's Newsletter Items:</b>
Please send to Tom (TLaws@achdidaho.org) and Aaron (aaronq7b@gmail.com) 1 week prior to meeting.	Please send to Tom (TLaws@achdidaho.org) by the end of the month

# American Planning Association Idaho Chapter Board Meeting

Agenda for March 11<sup>th</sup>, 2021  
12:00 pm MST (11:00 am PT)

Zoom Meeting (sent via email)

<input checked="" type="checkbox"/> Aaron Qualls, President	<input checked="" type="checkbox"/> Carl Anderson, Region 5
<input checked="" type="checkbox"/> Leon Letson, Past President	<input checked="" type="checkbox"/> Cindy Donovan, Region 6
<input checked="" type="checkbox"/> Hilary Anderson, Vice President	<input checked="" type="checkbox"/> Jason Boal, L&PA
<input checked="" type="checkbox"/> Tom Laws, Secretary	<input checked="" type="checkbox"/> Elizabeth Allen, E&O
<input checked="" type="checkbox"/> Ethan Mansfield, Treasurer	<input type="checkbox"/> Diane Kushlan, PDO
<input checked="" type="checkbox"/> Erik Brubaker, Region 1	<input checked="" type="checkbox"/> Cookie Allen, Tribal Planning Rep
<input checked="" type="checkbox"/> Mauri Knott, Region 2	<input checked="" type="checkbox"/> Mark Rud, Student Rep – U of I
<input type="checkbox"/> David Moser, Region 3	<input type="checkbox"/> <b>Vacant</b> , Student Rep – BSU
<input checked="" type="checkbox"/> Robyn Davis, Region 4	<input checked="" type="checkbox"/> Jaap Vos, Urban Planning Faculty Rep
	<input checked="" type="checkbox"/> Brittany Skelton, Western Planner Rep

1. Call to order (*Aaron*) 12:01pm
2. Roll call (*Tom*)
3. Announcements (*Aaron, et. al.*)
  - FAICP Nominations Open Now
  - March 18<sup>th</sup> Ag Chat
  - March 19<sup>th</sup> Voices in Planning
  - March 25<sup>th</sup> Kaniksu Land Trust Planning with Pints
  - Aaron has a new position with SCJ Alliance
  - Mark has accepted a position as a planner in Hamilton, MT.

## Action Items:

1. Approval of minutes for February 11, 2021 (*Aaron*)
  - a. *Hilary Motioned, Jaap Seconded, Unanimous Approval.*
2. Treasurer's report for February 2021 / Approval of expenditures (*Ethan*)
  - a. *PO Box Renewed*
  - b. *Google Drive*
    - *APA National has provided documentation for proof of a nonprofit from the IRS*
    - *Once approved by Google Ethan will come back with pricing options*
  - c. *Jason Motioned, Jaap Second, Unanimous Approval.*
3. APA ID Strategic Plan (*Aaron*)
  - a. *Due to APA National on Monday (3/15)*
  - b. *Reviewed the draft work program, great reception, discussion included moving the Strategic Plan to coincide with the conference and extending the legislative advocacy year-round.*
  - c. *Jason Motioned, Jaap Second, Unanimous Approval.*
4. Annual Conference (*Aaron, et. al.*)
  - a. Dates and Location (Oct. 13-15 @ U of I in Moscow currently avail)

- *U of I confident they could host and by October things will be back to normal. Questions exist though on if we are setting Moscow up to fail coming off a pandemic and whether people will travel and the capacity of representation from Northern Idaho.*
  - *Discussion on if we should do it remotely, in person, or hybrid. Incentivized in-person but some interest in providing recordings of all presentations for those virtual. Membership survey asking on thoughts on in-person vs. virtual.*
  - *Aaron and Elizabeth will work to create a membership survey to send out ASAP and APA ID leadership will decide next steps over email in the coming weeks.*
- b. Nomination & Appointment of Conference Chair
- *Jaap will lead with “on the ground” support from Mauri and hopefully Mark*
  - *Jason Motioned and Hilary Approved*
- c. Establishment of Conference Committees / Chairs
- *Opportunity for stronger*
  - *Elizabeth will chair the Outreach Committee*
  - *Diane and Cookie will co-chair the programming Committee*
  - *Jason will chair the awards committee*
  - *Mauri will assist in location and sponsorships, Leon will also assist with Sponsorships*
  - *Will pose the question within the upcoming survey for other potential assistance.*
5. Annual Sponsorship Program Establishment (Aaron & Tom)
- a. *Drafted a “menu” of annual memberships as well as “a la carte” Sponsorships. Ask for team to chew on it for one more month and provide feedback. Also to send out to a few past sponsors/potential sponsors to see if this is attractive. Like the custom Sponsorship component. Aaron will send out a word doc.*
6. Legislative Outreach / Letter Regarding MSA reclassification (Jason)
- a. *Check out the website for the full list of items the committee is tracking. Currently looking at a federal bill to provide feedback regarding MSA definitions. Bill to exempt Highway Districts from the LLUPA is dead. Tracking an Urban Renewal District bill, trying to track down a few amendments that were made. Drafting letters of opposition.*

**Discussion Items:**

1. Open Discussion / Updates
- *Education and Outreach: Diane is next month’s speaker for Voices in Planning and Leon will be presenting at Planning with Pints. Starting work on May events. If you have any ideas please reach out to Elizabeth.*
  - *Interview for Boise State Student Reps hopefully next week. Need to also revisit U of I representatives by May.*
  -
2. Adjourn
- *Hilary Mentioned. Jason Seconded. Unanimous Approval.*
  - *1:00pm*

<p><b>Next Month’s Agenda Items:</b> Please send to Tom (tlaws@achdidaho.org) and Aaron (aaronq7b@gmail.com) 1 week prior to meeting.</p>	<p><b>Next Month’s Newsletter Items:</b> Please send to Tom (tlaws@achdidaho.org) by the end of the month</p>
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# MEREDITH COVEY

1109 E Jefferson, Boise Idaho 83712  
(208) 340-4280 – meredithcovey@u.boisestate.edu

9 February 2021

To Whom it May Concern,

Hello, my name is Meredith Covey and I am writing you to express my interest in the student representative position you have available. I am passionate about issues relating to planning, including, transportation planning, housing, and smart growth.

I plan on graduating in December of 2021 with a degree in Urban Studies and Community Development, a minor in Sustainability, and an Intermediate French Certificate from Boise State University. I have currently achieved a 3.94 GPA and am a student in the Honors College at Boise State. I have taken quite a few planning related courses including, 'Urban Infrastructure', 'Intro to GIS', 'Planning and the Environment', and 'Playing with Public Data'. I am currently enrolled in 'Sustainable Cities', 'Urban Economics', and 'Urban Field School'. My time at Boise State has also offered experiential learning opportunities. In 'Urban Field School' myself and a classmate are working to analyze the effect of deindustrialization of Grove Street in Downtown Boise. We will compare our findings to a site in the neighboring city of Caldwell. Our project will be utilized by Capitol City Development Corporation to inform their redevelopment of the blocks.

Outside of coursework I have participated in extracurriculars and internships that have given me hands on experience. I served as an ambassador at Intermountain Fair Housing Council, a law firm in Boise that works to uphold the Fair Housing Act. One responsibility at the firm was to file case reports and preform intakes for clients if they felt they were being discriminated against based on their status as one of the seven protected classes under the Fair Housing Act. I also worked with housing providers to provide education on their legal responsibility to uphold the Fair Housing Act.

I believe that I have a strong skill set to offer you, more importantly I am looking forward to learning and building on my knowledge during the course of the position. I am excited at the possibility to learn more about Idaho planning as well as the challenges we face and solutions we have explored.

Thank you for your time and consideration

Sincerely,

Meredith Covey

# Meredith Covey

1109 E Jefferson St. Boise ID  
meredithcovey@u.boisestate.edu  
(208) 340-4280

## Education:

**Boise State University**, Boise, Idaho

**December 2021**

*Honors College*

*BA Urban Studies and Community Development*

Cumulative GPA: **3.94/4.00**

*Minor in Sustainability*

*Intermediate French Certificate*

- Taken coursework in Urban Infrastructure, Geographic Information Services, Environmental Planning, Sustainability in Cities, Urban History, Urban Economics, Data in Public Service, and more.

## Employment and Internships:

### **Certified Kitchen and Bakery (2020-present)**

- Worked to serve customers baked goods and coffee

### **Intermountain Fair Housing Council (2020)**

- Filed fair housing claims for clients based on their status as a protected class under the Fair Housing Act
- Educated housing providers of their responsibility to uphold the Fair Housing Act
- Updated the IFHC website with events and community information
- Engaged with community advocacy groups to encourage the cleanup of Bunker Hill Superfund Site in Northern Idaho

### **McU Sports (2019-2020)**

- Worked as a retail associate helping customers find gear that best suited their needs

### **Idaho Democratic Party (2019)**

- Managed and updated database regarding elected officials for the state of Idaho
- Organized phone banking events with volunteers
- Answered phone calls, and helped with office organization

### **Manweiler Breen Ball & Davis (2016-2018)**

- Assisted in the filing of paperwork at the courthouse, deliveries to other law firms, collection of court evidence, and making bank deposits

## Leadership:

### **Young Democrats at Boise State (2018-Present)**

- Coordinated events for the club, including panels with state senators and representatives, volunteer opportunities for members, and events with presidential candidate Juilan Castro

### **Girl Scouts of America (2006-2018)**

- Participated in community service events
  - Designed and implemented a workshop to bring awareness to the stigma surrounding mental health for my Gold Award project
- Served as a member of the advisory committee to the Girl Scouts of the Silver Sage

## Awards and Extracurriculars:

### **Honors and Awards:**

College of Arts and Sciences Deans List---(2020, 2019, 2018)  
Presidential Volunteer Service Award -----  
(2017) Girl Scout Gold Award-----  
(2016)

### **Extracurriculars:**

Young Democrats at Boise State----- (2018-Present)  
Boise State Urban Community Club----- (2019-Present)  
Political Science Association ----- (2018-2020)

### **Skills:**

ArcGIS, Excel, Google Suite, Diversalink

### **Experiential Learning**

Urban Field School----- (2021-Present)  
Service Learning -----(2021, 2019)  
Study Abroad ----- (2020)



American Planning Association  
**Idaho Chapter**

**TO:** APA ID Board  
**FROM:** AQ / Sponsorship Program Design Committee  
**DATE:** 04/7/2021  
**RE:** DRAFT Revised Sponsorship Program (2.0)

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Following a meeting by the Sponsorship Program Design Committee, below is a working draft of annual sponsorship packages and a la carte options for consideration by the board.

Program Goals:

- 1) Secure sponsorships well ahead of annual conferences
- 2) Add value for our sponsors
- 3) Increase sponsorship revenue
- 4) Not over burden APA ID staff (because... we have no staff) to manage the program

Draft Messaging Outline for Sponsors:

Your support of APA ID not only gets you great benefits, your contribution:

- Supports educational offerings to professional planners, citizen planners and elected officials
- Helps support our legislative outreach in Idaho and beyond
- Supports our scholarship fund for Idaho planning students (TBD)



**DRAFT “Menu” of Annual Sponsor Packages and A La Carte Menu:**

Annual Sponsor Packages	Platinum \$3000	Gold \$2000	Silver \$1000	Bronze \$500
<b>Chapter Benefits</b>				
Chapter Memberships	5	3	2	1
Logo – Website	y	y	y	y
Social media thank you	1	1	1	1
Logo – Monthly Newsletter	y	y		
Logo – Regional Conferences	all	all		
Logo – Voices in Planning Events	all	1		
Logo – Voices in Planning Events	all	1		
<b>Annual Conference Benefits</b>				
Program logo placement	Large	Medium	Small	Small
Conference Exhibitor Table	Preferred	y	y	y
Conference Tabletop Sign	y	y	y	y
Award Ceremony Admission	5	3	2	1
Conference Logo Placement at Sessions	Large	Medium	Small	
Conference Registrations	3	2	1	
Conference Attendee Push Notification	y	y		
Swag/brochure in conference bag	y	y		
Conference Keynote Recognition	y	y		
Conference Reserved Seating at Keynote	y			
Gem Award Sponsor	y			
Free Suite Upgrade on us at Conference Hotel	y			

<b>A La Carte Sponsorships</b>	
Award Sponsorship (other than Gem Award)	\$400
Chapter Event (Planning with Pints / Voices in Planning / Mobile Tour)	\$300
Consultant Directory Listing on APA ID website	\$200
Newsletter Sponsor (logo / link appears on one newsletter)	\$100
Custom Sponsorship	Call us!