

Western Central Chapter
Executive Committee Minutes
March 1, 2010 via conference call

Members in attendance:

April D. Getchius, AICP, President
Neil Putnam, Vice President
Joanne Garnett, FAICP, Wyoming State Director
Stephen Miller, AICP, North Dakota State Director/Western Planner Representative
Jeff Bollman, AICP, Treasurer
Dave Mingo, AICP, South Dakota State Director / Secretary
Pepper McClenahan, AICP, Professional Development Officer (joined at time listed)
Andy Epple, AICP, Past President
Amber Vogt, AICP, WCC Representative to the WP / WP Liaison
Allyson Bristol, Newsletter Editor and Webmaster, Bozeman, Montana

Introductions

I. Approval of Minutes.

Motion: It was moved by Putnam and seconded by McClenahan to approve the December 8, 2009 meeting minutes. All members present voting aye, the motion carried.

II. Treasurer's Report

Bollman discussed the chapter's current financial status. He had emailed the proposed budget to members for review. The proposed budget is based on prior chapter account information and an attempt to bring down spending because of the APA dues issue. The \$6,100 revenue projection is conservative.

McClenahan discussed the WCC as AICP provider issue. She feels it is "OK" for WCC to continue as a provider for the states.

Epple and Miller joined the meeting at this time.

Garnett discussed the payment to the Western Planner. The intent was to pay \$1,000 per year but that has not always occurred. Getchius said that the state conference support is important and it brings value to the WCC. Epple stated he thinks it is important to continue state conference support and continue AICP provider support. Putnam also discussed the importance of being able to say that WCC supports these efforts.

Motion: It was moved by Putnam and seconded by Garnett to provide \$500 per state, per year for conference support.

Epple proposed an amendment to \$300 per state, seconded by Miller. Voting on the amendment Aye, McClenahan, Bollman, Miller and Epple. Nay, Getchius, Vogt, Mingo, Garnett and Putnam. Amendment failed.

Getchius proposed an amendment to \$400 per state, seconded by McClenahan. All members present voting Aye.

Action on motion to provide funding to states as amended. All members present voting Aye.

The committee discussed the line item in the budget for the President's travel. Garnett commented that the amount seems low and we can't count on employers to cover the difference.

Motion: It was moved by Epple and seconded by Putnam to increase the WCC President / Proxy travel line item in the budget to "up to \$2,000." All members present voting Aye.

The committee discussed the website related line item in the budget. The current provider is not very responsive. Bristor looked at having APA host the site because it is free and fairly responsive. The down sides of that would be the loss of the money already spent on a domain name (a portion of \$341 for a five year commitment), and the changing of the website address. Vogt stated that it would be negative to change the address now. Bristor will ask other chapters using APA how it is working but feels the free service from APA would be best. Bollman stated that we have one more year already paid for so we have time to investigate the issue and decide. Epple said the issue needs to be a priority in the preparation of next year's budget.

Putnam discussed the budget in general asking "at what point is the balance to low?" We will have about \$21,000 after this year.

Motion: It was moved by McClenahan and seconded by Epple to approve the budget as amended. All members present voting Aye.

III. President's Report

Chapter Plan Update. The committee discussed the proposed plan and suggested minor adjustments to the language. Epple suggested adding another action that referenced needing an additional source of chapter income. Other chapters hold a conference. Getchius will prepare a revised document based on the discussion and email it out for a vote.

Putnam discussed the "Young Planners" document that he sent out. He requested feedback and members agreed to review it and email comments to him. The item will be on the next meeting's agenda.

Getchius, Garnett and Epple updated the committee about the administrative fee issue and the task force that is reviewing the situation.

Getchius and Bollman will prepare a set of guidelines related to the travel reimbursement process.

IV. State Sections Report

South Dakota – Putnam reported that the SDPA has secured Dwight Merriman as a presenter for the 2010 conference in Pierre on October 27th – 28th.

North Dakota – Miller reported that they are working on their fall conference.

Wyoming – Garnett reported that they are preparing for their spring workshop.

V. Professional Development Officer Report

McClenahan discussed the four criteria for APA, CM sponsorship. She updated the committee regarding the webinar schedule. The first WCC, 2010 webinar will be on March 12th. They need a speaker for the August wind and utility corridor webinar.

VI. Western Planner Liaison Report

Vogt reported that she attended the WP board meeting in Vancouver. She stated that the facilities look good and the conference schedule is coming together.

VI. Web / Newsletter Information

Bristor stated that we had already covered the issues she planned to address during other agenda items. All agreed that Bristor is doing a great job.

The next meeting date is to be in early April via conference call.

The meeting was adjourned.

Respectfully submitted,

Dave Mingo, AICP
Secretary