Western Central Chapter

American Planning Association

Executive Committee Meeting Minutes

January 8, 2018

Attendees: Jeff Bollman, AICP, President; Charles Bloom, AICP, VP; Bethany Brandt-Sargent, Treasurer; Megan Nelms, AICP, Secretary/Wyoming State Director; David Heinhold, Webmaster; Randy Johnson, AICP, Professional Development Officer

Agenda:

1. Minutes: Will delay approval of the minutes from October 10, 2017. Megan will get them out and David will get them on the website. Megan will continue as Secretary for the year.
2. President’s Report

Jeff is working on the transition from Treasurer to President and getting Bethany set up as Treasurer. He has also been watching the leadership webinars from APA. Jeff will send Bethany the banking stuff (checks, records) and get her on the bank account. MAP is also looking for someone to take the Montana director position on WCC and hopefully they will nominate someone in February. Jeff will also contact a recommendation from Brandon of someone in the Cheyenne office who could possibly be the WPR representative. Megan also had a potential person she knew of in Dickinson and will forward to Jeff.

1. Treasurer’s Report

Jeff went over the Treasurer items and gave an overview of the financial report. Randy asked if our CM provider fee had been paid and Jeff confirmed it was sent mid-December, so its probably just a bit delayed. For the new budget, Jeff put together a draft based on previous years and had Bethany and Allison review it first. There are only a few minor changes, such as the CM fee already being paid and that the WPR conference is not in one of our four states this year, so we don’t need to budget for that. There was general discussion on the proposed 2018 budget. Randy made a motion to approve the 2018 budget as presented. Megan seconded. All voted aye, motion carried.

1. PDO Report

Randy gave and update. We are current with our CM and webcast fees. NDSU is no longer offering an accredited planning program (PAB), so we are no longer part of the AICP pilot program since its only for graduates of PAB schools. He’s had a few inquiries on taking the AICP test in May from WCC members and assisted them in finding study materials.

1. Website Update

David gave an update and said things are moving quickly in the line to get a new website. WE are lined up for April with another division. The website team of Randy, Allison and Jeff need to schedule a conference all to review the content being moved from the old website. David has put everything on the Google Drive to review. We did renew the url for the old website for 12 months just in case we are delayed.

1. Young Planners Initiative

No update.

1. Newsletter/Media

David asked if we were still looking for a newsletter editor. Jeff confirmed that we were and he was planning on sending out an eblast soliciting interested people. There was general discussion about app to let multiple people share over a Twitter feed, they will discuss it in more detail on the website call. It was also brought up that the WCC Twitter feed was “dead” so Jeff was going to get ahold of Allyson Brekke to see if he could get the login.

1. State Reports
	1. Wyoming

They are working on their annual spring conference, which will be in Riverton May 10-11. They are also going to host a fall conference this year.

* 1. South Dakota

David stated they were working on setting up the fall conference, most likely in Huron.

* 1. North Dakota

No new information.

* 1. Montana

The fall conference will be in Whitefish, MT in September. They are hoping to appoint a new state director to replace Jeff at their next meeting.

Adjourn

 The meeting was adjourned at 3:40 pm (MST).