



BOARD MEETING MINUTES

February 16, 2018

Kimley Horn

Call in number: +1919-238-4499

Conference ID: 83568239

8:00 AM to 10:00 AM

Attendees:

X Nicholas Chen	Amy Vasquez	X Tim Erney
Amy Stonich	Surabhi Barbhaya	X Eddie Torres
X Charles Smith	Scott Koehm	Maria Morris
Belinda Deines	X Laurel Reimer	Alia Hokuki
X Stephanie Roxas	Victoria Chung	X Sabrina Alonso
Lindsay Ortega	Gustavo Gonzalez	X Molly Mendoza
Matt Foulkes	Martin Mares	X Sureena Basra
X Starla Barker	Bill Rodrigues	Eunice Im
X Sanjoy Mozumdar	X Adrienne Gladson	Yuritzky Randle
X Dana Privitt	X Marlon Regisford	X Siji Fernandez
X Leila Carver	Jennifer Lilley	

1. Call to Order

2. Business Items

A. Consideration of Meeting Minutes of January Retreat 2018

Charles will distribute the January Retreat minutes to the Board for approval at the March Board meeting.

3. Discussion Items/Reports

Elected Positions

1. Section Director (Nick Chen)

- a) Board Appreciation Dinner: Wood Ranch, Irvine Spectrum, February 22 @ 6pm

- b) Recap of State Board retreat
 - Nick highlighted discussion topics from the State Board retreat, to include a strategic planning session (Board structure, financial allocations to sections), the financial accounting changeover to the Chapter's new bookkeeper, and State conference expense management.
 - c) Finalized Meeting locations
 - Nick distributed the final list of 2018 Board meeting locations.
2. Vice Director for Administration and Finance (Charles Smith)
- a) Draft budget
 - Income and expense estimates received from Board members have been incorporated into the 2018 draft budget. Charles will work with the Chapter bookkeeper to identify actual numbers for 2017, so we can better balance income and expense estimates for 2018.
 - Dana suggested that a monthly financial report be provided to the Board. Charles will request these each month from the Chapter bookkeeper.
 - b) 2017 Year End Financial Report
 - Chapter bookkeeper Laura Dee is preparing. Charles will advise once completed.
3. Vice Director for Professional Development (Belinda Deines)
- a) PEEL Mentorship kickoff
 - A kickoff meeting was held between mentors and protégées, with about 50 participants (15 mentors/35 protégées).
 - Mentor/protégée pairings were identified and distributed.
 - b) PEEL Walking Tour
 - A walking tour of three breweries in Anaheim is scheduled for March 21 @ 5:30pm.
4. Vice Director for Programs (Amy Stonich)
- a) Legislative Update
 - Bill Rodrigues is working to secure a location/date/speakers in March.
 - b) Call for programs:
 - We are currently light on the number of planned lunch programs.
 - Ideas include:
 - ✓ Ethics Panel: Starla and Shane can instruct.

- ✓ Paul Martin at OCTA was suggested. Tim Erney will discuss with him regarding a potential topic of OCTA active transportation.
 - ✓ Eichler architecture in Orange - Adrienne Gladson has a contact who can present.
5. Vice Director for Public Information (Lindsay Ortega)
- a) Schedule for regular website content material
The Board was encouraged to reach out to Lindsay with content.
 - b) Website revamp
Lindsay is compiling costs for Board review. We currently use Wordpress. The Board will need to consider whether we want a full revamp of the functionality and user experience, or just change the visual theme. We will also consider how to show logos for all Section sponsors at the bottom of the front page.
 - c) Lindsay and Sabrina will bring updated website layouts to the March meeting for board consideration
6. Vice Director for Membership (Matt Foulkes & Eddie Torres)
- No new information this month.
- Starla suggests that we write an article summarizing the benefits of APA membership, given the increasing cost.
7. Vice Director for AICP Certification (Starla Barker)
- AICP Info session: Starla will schedule the info session; typically held in May. Sabrina and Eddie volunteered to assist. The application window is open for 30 days, beginning in June.

Appointed Positions

8. Academic Liaison (Sanjoy Mazumdar)
- Sanjoy is contacting other campuses with the objective of identifying liaisons to discuss student scholarships and other topics.
- UCI's planning program has been renamed as Urban Planning and Public Policy (UPPP).
- UCI hosted a diversity panel event, and is planning a session to discuss water resources. Sanjoy will distribute information on visiting speakers series.
9. Legislative Liaison (Bill Rodriques)
- No updates this month. See above.

10. Awards Chair (Amy Vazquez, Scott Koehm, Surabhi Barbhaya, Laurel Reimer)

Nick (for Amy) reported that information regarding awards nominations is in progress. Information will go out in the 2/21 e-blast.

11. Web Master (Lindsay Ortega)

See above.

12. Student Representative (Molly Mendoza & Sureena Basra)

February 27 – UPSA Board meeting & presentation on AICP Candidate Program: Starla will present.

March 3 – “Nuts and Bolts of City Planning” workshop: Looking for 1-2 more speakers.

A tour of Michael Baker company offices is scheduled for March 14.

Students have expressed interest in a simplified nuts n’ bolts workshop at the beginning of the school year.

Students are also interested in more talks from professionals regarding careers in planning. Molly and Sureena will distribute a list of potential dates.

13. Diversity Chair (Marlon Regisford)

Marlon reported that the Diversity panel discussion at UCI was a success.

A Diversity panel is being planned for the State conference. Marlon has identified two prospective speakers, but welcomes additional speaker suggestions. Starla suggested a topic of all-access playgrounds for special needs children.

14. Sponsorship Chair (Sabrina Alonso)

Sabrina distributed a list of draft responsibilities for the Board Sponsorship Chair position.

Leila suggested adding the new Sponsorship Chair position to our Charter.

The Section needs to revisit sponsor tiered packages and approaches drafted last year. Sabrina will connect with Lindsay to discuss next steps.

15. Social Media (Maria Morris)

Marlon suggested increasing the use of our Facebook page to promote attendance at events.

16. Historian (Gus Gonzalez)

No updates this month.

17. Community and Agency Outreach (Leila Carver)

An APA/AEP Board Member Mixer is planned for March 8. Leila will send out a Doodle poll for location ideas.

18. Golf Tournament (Tim Erney)

Tim will reach out to PDAOC and ICC for 2018 event planning.

19. Planning Commission Representative (Adrienne Gladson)

Adrienne reached out to Steven Mendoza with PDAOC regarding the 2018 Planning Directors Forum. Barry Curtis (Costa Mesa) will be in charge of the Forum.

20. California Planning Foundation (CPF) Representative (Dana Privitt)

The CPF Board Retreat is scheduled for March 3. Discussion topics to include plans for scholarships. Dana will provide a recap of the meeting next month.

21. Young Planners Group Representative (Siji Fernandez and Sabrina Alonso)

- i. New 2018 YPG Board appointed. The 2018 YPG co-chairs are Annaleigh Yahata and Stephanie Roxas. Stephanie summarized various changes to YPG participation, leadership, bylaws, and structure being implemented this year.
- ii. March 14 – Firm tour of Michael Baker International
- iii. April 22 – Earth day event planned, details TBD. YPG is promoting outreach to other professional organizations.

Adjourn to March 16, 2018 Location: Anaheim City Hall