



Orange Section

November 22, 2013
8:00 AM to 10:00 AM

MINUTES

1. **Call to Order** (8:00 AM)

Present: Jennifer Lilley, AICP, Section Director
Dana Privitt, AICP, Section Director Elect
Amy Stonich, AICP, Vice Director of Programs
Mary Beth Broeren, AICP, Vice Director of Admin. and Finance
Maryann Marks, AICP, Vice Director for AICP Certification
Matt Foulkes, Vice Director for Professional Development
Lindsay Horn, Vice Director for Public Information
William Hoose, Vice Director of Membership
Bill Rodrigues, Legislative Liaison
Suzanne Schwab, Awards Co-Chair
Belinda Ann Deines, OC Young Planners Group Coordinator
Drew Poulter, OC Young Planners Group Board Member

Absent:

Michelle Halligan, California Planning Foundation Representative
Cassandra Carlin, Awards Co-Chair
Chris Dominguez, Social Media
Kelly Hickler, Community Outreach Liaison
Ray Bullard, Web Master
Allison Crump, OC Young Planners Group Coordinator
Victoria Basolo, Academic Liaison
Keelie Rocker Student Representative
Calvin Chan, Student Representative

2. **Reports**

a. **Membership: Welcome Packet/Membership Packet**

Cards are being mailed by the end of the month. Other materials are being finalized.

b. **Holiday Event**

Event is being held on December 4th.

c. **Website/Newsletter**

Lindsay reviewed outstanding items for the web page. There was discussion regarding the legislative section and taking Board photos at the Holiday Party. A decision was made to only send out e-blasts every two weeks unless there was something time-critical to transmit.

Action item: Lindsay will send out a request for articles for the newsletter and a reminder for e-blast content.

d. **Elections – Nominating Committee**

Jennifer reviewed rules for the elections. It is expected that a slate will be ready after Thanksgiving.

e. **YPG: update**

Belinda distributed materials regarding the new mentor program. They have 20 mentees signed up and four or five mentors. YPG is holding a community service park clean up event on December 15th.

f. **2013 Conference Information**

Jennifer reported that the Visalia Conference was successful but that the final numbers were not yet available. She also reviewed ideas for future Section receptions and Roundtables for next year's conference.

Matt reviewed the session he participated in on Section activities throughout the State. He concluded that the Orange Section was comparatively very active, which was facilitated by close geographic proximity for its members.

g. **2014 Conference**

Jennifer provided an overview of 2014 Conference planning: monthly meetings have started and the Committee is focusing on securing sponsorships, in particular for the opening reception. If you are interested in assisting with the Conference or know of a potential sponsor, please email the contact information to Jennifer.

h. **Monthly Programs Recap**

Amy and Bill reported on the November Legislative Update program. There was discussion on the Placemaking workshop that was purchased at the CPF auction, with interest in developing it as a half-day training session.

Action item: Dana will discuss with Al and Matt will talk with the PDAOC.

i. **Fall Board Appreciation Event**

Jennifer reviewed the event.

j. **Outstanding Items**

Awards – Suzanne will discuss changes at the Board retreat.

k. **Board retreat**

Retreat is scheduled for all day, Saturday, Jan. 25th and will be held at the Bon Terra Office. Board members need to be thinking about their goals and budget for next year. The budget will need to be approved by the February Board meeting.

3. Business Items

Minutes of October 24, 2013 were unanimously approved.
Motion Amy, Second Maryann.

Financial Report/Budget: overview provided by Mary Beth

4. Other Reports and Announcements

None.

5. Adjourn –Next meeting will be January 25th Board Retreat.