

## **AEP Board Meeting Minutes From February 21, 2008**

**Attendees:** Kerri Mikkelsen Rose, Janet Dallas, Jennifer Donovan, Emily Keller, Trevor Macenski, Wendy Haydon, Matt Franck, Bruce Webb (Legislative Liaison - by phone)

**Recorder:** Wendy

**Meeting began:** 11:30 a.m.

**Location:** Michael Brandman Assoc. Office

**Meeting adjourned:** 1:00 p.m.

### **I. Welcome/Introductions**

A. Welcome to all.

### **II. Minutes (November, December, and January)**

A. No changes made to any of the Minutes.

### **III. Treasurer's Report**

A. Checking - \$12,415.88

B. Savings - \$7,218.00

C. CD - \$5,148.65

D. Total - \$24,782.53

### **IV. Business**

A. **Chapter Director Report:** The Chapter Summit will be held in the Inland Empire on July 12. It provides perspective on AEP, and is a great way to meet Board members from other chapters. It will include a leadership module. Board attendees will be paid for by the State Board.

The State Board wants to find someone to help with the State website; pass on names of potential candidates to Kerri.

May 16 or 19 will be the AEP Advanced CEQA Workshop. Coordinator is Mary Reents; co-coordinator is Brian Smith. Janet is working on this; **Janet** to check on location availability for the workshop.

AEP Institute: a think tank; anyone interested in being involved, let Kerri know and she will tell Jean.

Emerging Issues committee: anyone interested in being involved, let Kerri know.

Professional Practices committee: leader is Kent Norton; anyone interested in being involved, let Kerri know.

Mel Willis proposed an AEP Abroad Program. Program planned to occur in 2009. Contact Mel Willis if interesting in helping to organize this. **Kerri** will forward the email with the program.

NEPA Workshop with San Francisco Chapter: do a wide distribution. Roger wants the Agenda to send to NAEP members. Mono/Inyo County members want to be included on Superior California (our) distribution list. **Matt** will get the distribution list from SGA and will make sure that they are added to it.

B. **Legislative Liaison:** A legislative update will be included in the monthly Newsletter to provide legislative information to the membership on a timely basis. Bruce needs to know the newsletter deadline. The last meeting of the state legislature was October 2007. Two bills were carried over (takings issues [Eminent Domain]). The

AEP legislative committee is meeting this afternoon. **Bruce** will summarize the outcome of the meeting and will email it to the Board (us), and will submit it to Matt for the newsletter.

- C. **Website:** Kerri is the liaison with the website manager, Marc Descollonges. Significant time was spent during the meeting reviewing Marc's powerpoint presentation regarding what he suggested to include on the website, what he can do for us, and the cost. It was decided that we would offer unlimited job ads along with a link to a company's website for a year for one set fee (\$200 per year), with no difference between a member vs. non-member for the person placing the ads. The cost to put just a link to a company's website on the front page of the website (with or without job ads) is also \$200 per year. We will not be allowing non-job ads posted to our website. The checks for the ads and/or website links should be sent to Emily. **Emily** will pay Marc his commission. Our links on our website could either be on the left or right side of the page (no preference by Board). Improvements that were done to the website were already paid for to Marc. **Kerri** should ask Marc to put a page on the website for the scholarship application process and winners – post the winners after they are awarded their scholarship. **Marc** will post on the website the Call for Scholarship Applications page when it is received from Trevor.

#### V. **Newsletter**

- A. **Matt** will coordinate with Bruce Webb regarding the newsletter deadline for submitting legislative updates.  
B. Draft of first newsletter will be ready tomorrow (February 22, 2008).  
C. **Matt** will include the scholarship winner information in the newsletter after the winners receive their awards.

#### VI. **Membership Update**

- A. There are 233 chapter members. 8 members are new, 19 are renewals, and 9 members did not renew. **Christy** will follow-up with the non-renewing members in an attempt to re-gain membership.

#### VII. **Liaison**

- B. Christy is the liaison with APA.

#### VII. **Programs**

- A. Allan Gordon with the State Capitol will speak on March 28 – that is the date for the State Conference, so the lunch meeting was changed to March 21 subsequent to this meeting.  
B. NEPA Workshop: **Jennifer** will talk to Joan with the San Francisco Bay Chapter to coordinate the NEPA workshop.  
C. ASLA is interested in doing a joint mixer with AEP.

#### VIII. **Student Liaison**

- A. Trevor reported that five scholarship applications were received. There will be two scholarships awarded for \$1,000 each. The two winners are Elizabeth Maehgan from CSUS and Teresa Bui from UCD. This is the first time we will be awarding scholarships. The two winners will be awarded at the next mixer; they will receive a Certificate (that Trevor will create). The three applicants who did not win the scholarship will receive a one-year AEP student membership. **Trevor** should send

the member applications to Emily, and **Emily** will pay for the memberships. **Trevor** will write a Call for Scholarship Applications page and submit it to Marc.

**IX. Next Meeting**

- A. The next meeting is scheduled for March 19, 2008 at 11:30 a.m. at Wendy's and Matt's office (CH2M HILL).
- B. **Wendy** will email the board members with a request to RSVP to the meeting for lunch planning purposes during the week of March 10, 2008.
- C. Address:  
CH2M HILL  
2485 Natomas Park Drive, Suite 600  
Sacramento, CA 95833  
916-286-0262 (Wendy)