



## **APA Colorado Board Meeting Minutes**

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January 9, 2009

2pm - 4pm

URS Corp conference room, Denver

### **Board Members**

James van Hemert

Dale Case

Eric Swan

Leah Dawson

Scott Bressler

Jim Hayes

Joe Frank

Steve Westbay

Matt Gennett

Todd Tucker

Mike Sutherland

Bill Healy

### **Staff**

Denise Henasey

Katie Guthrie

### **CTA Representative**

Lindsey Royce Sousa

#### 1. Opening Remarks, James van Hemert, President

James announced that he is going to nominate Mike Sutherland for a PDO National Award, and would like Board support for the nomination. James said Mike does exemplary work and offered a sincere “thank you” to Mike.

James also informed the Board that Joe Siccardi resigned and asked Board members for suggestions on a replacement.

James noted that elections are coming up and 8 board positions are available in the next election. If anyone has a suggested candidate, follow up with Dale or James. In addition, James is accepting suggestions for appointees to fulfill the rest of the term for the NW representative.

CML asked the Chapter again to present a hot topics workshop on June 19 in Vail from 10:45 to noon. Joe agreed to attend, as did Matt and Todd.

#### 2. Old Business

##### a. Approval/Correction of December Minutes

Todd made a motion to approve the minutes as presented.

Scott seconded the motion - APPROVED

#### 3. PIC update – Bill Healy

Six electives and three core courses are online now. Marketing will be ramped up with help from Greg Geller the new PIC Board member who has great ideas (email blast). Four upcoming courses – the Development Review Process, Sustainability, Historic Preservation and Conservation of Land and Natural Resources -these will be online in 09!

PIC will be present at the Realtor rally in April and CAR Directors business meeting in February. A PIC CM course will be available for APA Colorado professional members. The PIC Board changed the prices for courses as follows: \$45 for a 4-credit hour course, \$60 for a 6-credit hour course and \$80 for an 8-credit hour course.

4. Secretary/Treasurer's Report, Leah Dawson
  - a. Financial report

Leah presented the reports. Denise pointed out that the year ended with a positive balance, leaving close to \$10,000 unencumbered in the checking account. If the balance exceeds the monthly expenditure requirements, some money may be transferred to the savings account.

Mike moved to approve the reports as presented.

Dale seconded the motion - APPROVED

5. Chapter Administrator Report - Denise Henasey and Katie Guthrie

In an update on the contract for the 09 conference, Denise said that there is not an attrition clause and that the local host committee will be meeting for the first time on January 29th in Estes Park.

6. Other Reports:
  - a. Mosaic Scholarship

James recommends that UC use this scholarship for recruitment. He believes it fits the intent and will get students to enroll in the program. Steve added that City of Gunnison has done this with Western State. James said that Tom Clark indicated that the interest in the program is high. Dale encouraged follow-up to see who is selected. Denise said a newsletter article could be written about them.

Steve made a motion to approve the use of this scholarship for recruitment.

Joe seconded the motion – APPROVED.

James added that he will follow up with the school and ask for a follow-up report.

- b. Northwest training in Grand Junction – Denise

Denise informed the Board that Grand Junction staff has requested the date of Friday, June 12, for an all day training workshop and that topics and proposals will be solicited over the internet. Steve suggested shifting \$250 from his budget to help cover costs because this location is accessible for members in his region. After some discussion, the Board decided to hold the “once a year/not in Denver” meeting in Grand Junction on June 12th to coincide with this training.

c. Action List update/correct

Katie asked that Board members review the list and provide a monthly update.

d. Student updates

A Beaux Arts Ball will be held May 16 – more details will be forthcoming. The SRC is going to host a roundtable discussion by professional planners at the National conference, and the next Living Streets event on January 27 is entitled “The Economics of Living Streets”.

e. Metro Area Representatives

Jim and Scott are going to host a CM training on law and planning ethics at the Tech Center as well as Northglenn. They are working out the details and will report back in February. Denise added that we typically charge about \$10 per credit and that this is a good way to encourage people to RSVP.

f. Vice-President of External Affairs

Todd said he would like to set a schedule for all Board members to attend one PIC meeting throughout the year. Staff would add them to the email list for that meeting. Todd will initiate a sign-up list.

Todd has received some feedback that public sector planners are not receiving information on CM events in their area. Todd asked how do we inform private sector of CM events? He suggested that Jim and Scott write up an example of how to do private/public partnership on training. Todd also suggested the Chapter sending out monthly notices about upcoming trainings. Todd emphasized the difficulty that some private sector planners have in getting CM. James suggested a news bulletin and lending library. Lindsey suggested that four different firms host four different CM webinars.

g. Nomination Committee

Dale drafted a letter for all 8 positions and will send it out by email for the Board to review/revise. Also, he asked that existing Board members up for re-election notify him if they're going to run again.

7. Other Business

James asked for affirmation of Mike's nomination.

Dale made a motion that the Board approves and supports James' nomination of Michael for an APA National Leadership Award.

Bill seconded the motion – APPROVED

**The next Board meeting is Friday, February 6, 2009. The Board decided to hold the March meeting on Friday March 13, 2009.**

The meeting adjourned at 3:49pm.

FENVAL



## **APA Colorado Board Meeting Minutes**

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February 6, 2009  
2pm - 4pm  
Parsons-Brinckerhoff  
17<sup>th</sup> & Welton, 5<sup>th</sup> Floor  
Vail Conference Room

**Board Members:**

James van Hemert  
Jeff Walker  
Leah Dawson  
Scott Bressler  
Amy Nowak  
Greg Moberg  
Joe Frank  
Bill Healy  
Susan Wood  
Steve Westbay  
Jim Hayes

**Staff:**

Katie Guthrie  
Denise Henasey

**CTA Rep:**

Lindsey Royce-Sousa

**Guest:**

Don Moore  
Morgan Landers

1. Opening Remarks by James van Hemert, President

James welcomed the new Board members then started a round of self-introductions that included “favorite dessert”.

2. Old Business

a. Approval/Correction of January Minutes

Bill requested that his name be removed from the list of potential panelists for the CML presentation.

Bill made a motion for approval of the minutes with the above correction.

Leah seconded the motion - APPROVED

3. PIC update – Bill Healy

Bill presented the update, which included the following:

a. Marketing – Greg Geller will represent PIC at the CAR business meeting in 2 wks & PIC will have a presence at the Realtor Rally in April; an updated tri-fold brochure and postcard will be printed.

b. Course update – The development review course is with the Faculty committee; courses on Natural Resource and Land Conservation, Sustainability & Historic Preservation are still in development.

c. January student count – 22 total

d. PIC wants to expand the faculty committee and will advertise this in the next newsletter.

4. Secretary/Treasurer's Report, Leah Dawson

a. Financial report

Leah presented the financial reports. All three CDs will be consolidated.

Joe made a motion to approve the financial reports as presented.

Scott seconded the motion – APPROVED

5. Chapter Administrator Report - Denise Henasey & Katie Guthrie

a. 2009 Conference theme and keynote

Katie presented some of the ideas the Local Host Committee came up with at their first meeting. There was some general discussion about the various topics, and the Board suggested the following ideas: *Planners do more with less – economic stimulus – the value planning brings – the role planners have in economics – planners as conduits to economic development – embrace planning to weather the economic storm – planners and economic health – looking up when things are down – showcasing planning in down times – showoff planners and their work – improve your image by spending time/being seen with a planner -- the importance of Infrastructure -- in a neighborhood near you, planning is happening – survival of the leanest – good planning saves and creates money – efficient planners/planning.* The Board concluded that the general theme should be related to the current economy/economic impacts of planning, but that the LHC should finesse the actual conference title.

The Board suggested the following keynote speakers:

Bob Walkins, Aurora Comm Dev Director could present a session on their Sustainability Comprehensive Plan; a planner from Obama's administration to talk about economic development at a national level (maybe from EPA?); Ed Pearlmuter; Ken Salazar; Pena worked on transition team; Former Governor Lamb, Public Policy Institute at DU; Andrew Romanoff.

Jim suggested the Housing and Economic Recovery Act/Neighborhood Stabilization Program as a topic for a conference session.

b. Smart Growth conference

There was a brief discussion about the need to make contact with other Colorado attendees at non-APA conferences.

6. Legislative Committee Update – Susan

Susan indicated that the annexation legislation is not completely dead and will be revisited at some point in the future. Susan added that HB 1106 had been laid-over and that for HB 1070, there is no position yet, except to say that APA has always opposed agricultural blight or “green blight”. The next meeting will be on Monday, Feb 9 at 6:30 at the FasTracks office.

Don Moore, a member of the legislative committee and guest at this meeting, advocated for planners and APA Colorado to take the lead on the 35-acre rule and potential legislation to position ourselves for next year.

7. Other Reports:

a. Committees are fun! - James

The nominating committee has to be formed by March 18, 2009. The Board suggested that the complete list of committees be put on the website and include it in newsletter to pitch involvement. Denise suggested that the duties need to be targeted and specific; Joe suggested that we charter the committees, then ask for help. This process should start with the committee chairs and ask them their needs and tasks to accomplish within next six months.

b. Quarterly Events – James

James presented the following summary of upcoming events:

Metro Event/Northglenn and URS South/DTC – see 7.c. below for more information

Grand Junction – June

Mountains – Matt, Avon and Vail (Date TBD)

Weld County – James suggested Brad Mueller at Weld County as a contact to initiate a possible training in the NC area.

c. Metro Area Training - Jim and Scott

Jim reported that Graham Billingsley and Mike Sutherland will present the ethics training (for 1.5 CM) on April 17 at North Metro Fire Training Center. It will start with lunch at 11:30 lunch then the session will start at noon. A tour of training center will follow. Scott

also reported that a training on planning Law will be presented by Tom Rounds with URS, probably in May at the Denver Tech Center. Also, Jim noted that the City of Northglenn will be celebrating April as the American City Quality Month with events on the 14<sup>th</sup>.

d. Western Planner update – Katie

Katie presented the conference schedule and location for the next three WPR conferences: 2009 - Spearfish, SD September 9-11; 2010 - Vancouver, WA August 11-13; 2011 - Santa Fe, NM 2<sup>nd</sup> half of September. The Western Planner Board approved a motion to hold the 2011 conference in Santa Fe and participate in a Four-Corners conference with NM, AZ, UT and CO. Katie also announced that award nominations and session RFPs for the Spearfish conference are available on the website: [www.westernplanner.org](http://www.westernplanner.org).

e. Pro Bono Update/Community Relations – Morgan Landers

Morgan gave an update on the Globeville Valley Improvement Plan – aka Platte Farm Open Space. This was the Pro Bono Committee’s first project. She then presented ideas she has for transforming the Pro Bono committee in to a Community Relations Committee. Morgan’s ideas focus on community relations and outreach – how to create opportunities for planners to get out in community and directly impact the communities that they are planning. Morgan asked for help flushing out the core mission/charge. She added that this would be a way to expose Colorado APA and enhance the organization’s presence. It could also create networking opportunities for planners and community members. James supported the idea and liked the connection it makes to the Strategic Plan. Jeff supported it and linked it to “Building Great Communities”. Morgan went on to suggest ideas, like securing a grant to clean-up a neighborhood or even organize a planner volunteer day with Volunteers for Outdoor Colorado (VOC); these ideas can be applied to communities across the state.

8. Other Business

James announced that Mike Sutherland won the Leadership Award for National PDO and will be recognized at the National Conference in Minneapolis.

The meeting adjourned at 4:00pm.







## **APA Colorado Board Meeting Minutes**

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March 13, 2009

2pm - 4pm

Denver

### **Board in Attendance:**

Dale Case, Past President  
Scott Bressler, Metro Rep  
Jim Hayes, Metro Rep  
Bill Healy, South Central Rep  
Jeremy Klop, Vice President  
Greg Moberg, North West Rep  
Michael Sutherland, PDO  
James van Hemert, President

Jeff Walker, Planning Commissioner Rep  
Susan Wood, Legislative Committee  
Chair

### **Staff in Attendance:**

Katie Guthrie  
Denise Henasey

### **Guest in Attendance:**

Graham Billingsley, AICP President

#### 1. Opening Remarks - James van Hemert, President

James opened the meeting asking for introductions and invited comments about the current state of affairs in their agencies. There are hiring freezes in many jurisdictions (and others are considering the same and wage freezes). On the private side, there is more competition for the same amount of work. James reported that he is hearing from planners that just want to keep themselves busy. James recommends offering non-paid internships if at all possible.

National offers a membership fee for unemployed planners and you can request a temporary postpone for AICP cm deadlines. Denise will post this information in the next email bulletin.

James requested prompt RSVPs from Board members, as these are required to ensure we have the attendance needed for a quorum. In the interest of promoting camaraderie and goodwill, snacks at the meetings will be provided and paid from the budget (\$10-\$15/per meeting).

#### a. Conference Registration fee

James presented the Agenda Item, stating there had not been a raise in fees since 2005 and asked for a motion. Susan made a motion that the State conference

registration fees in all categories should be raised 10%; Full day for APA members, \$245, Commissioners \$175 and Students \$75, Greg seconded.

Discussion: Members questioned when the change would take effect, was the timing right? Colorado's prices are comparable to other states and we are offering additional benefits and sessions. Options of waiting a year, reviewing 2009's revenue and offering scholarships for the cost of the increase were presented. There was also discussion about raising prices when the Chapter has significant savings. The consensus to this position was that the Conference funds should be somewhat separate and shouldn't lose money. It would be a mistake to have the conference subsidized by the budget.

Bill then offered an amendment to have the increase become effective in 2010, Susan and Greg accepted the amendment. – FAILED.

Bill made a new motion for no increase in 2009. And reevaluate after the preliminary Estes Park figures and look at funds for a scholarship from those monies, Dale seconded. Susan pointed out that without an increase we probably will not make the budgeted revenue. Jeremy suggested maybe raise only the late fee. Discussion led to a new motion.

Jeremy made a motion to have the early registration fee stay the same in all categories, but, to have the member late registration rise to \$310, approx 10% and the same increase in the other categories, and the member on-site fee raised to \$325 and the same increase in the other categories, Bill seconded. – APPROVED, 3 nay votes.

## 2. Old Business

### a. Approval/Correction of February Minutes

Scott made a motion to approve the February minutes, Bill seconded -  
APPROVED

## 3. PIC update – Bill Healy, PIC Chair

Bill reported on the marketing efforts and gave a course update. He indicated that \$1,500 will be drawn from the APA loan for the Transportation Course and program revenue will make up for this early withdrawal. Bill also requested Board members to consider joining the PIC Faculty Committee. A new procedure of sharing minutes between the groups, after they are approved will begin.

4. Secretary/Treasurer's Report - Leah Dawson, Secretary/Treasurer

a. Financial reports

Michael made a motion to accept the February financial reports, Jeff seconded – APPROVED.

5. Chapter Administrator Report - Denise Henasey & Katie Guthrie

a. Denise and Katie gave an update on the Conference and discussed the importance of reaching out to groups/speakers with our session RFP and encouraging projects to submit for Awards. Michael has a list of session requests. There was mention again of Ed Perlmutter, Ken Salazar, and Will Shafroth as potential keynotes.

b. Newsletter production is being revamped and students will be working on content with staff publishing. Students will be making requests for Board participation and contacts.

6. Legislative Committee Update – Susan Wood, Committee Chair

Susan believes this Session is a little quieter than previous ones. The Committee is mostly monitoring bills. They are still involved in the 35 Acre Task Force – this is morphing into the Rural Use Task Force, with a very broad focus. This presents an opportunity to re present the idea next year in a way that allows jurisdictions to use the tool as needed. Greg mentioned that this is usually addressed in zoning, however there can be disconnects.

HB1284 links land use and planning, and specifically corridor capacity congested areas – revisions have been made and all impact fees have been taken out. Susan stated it is an interesting bill because it does recognize that linkage, could be a trend!

Always alert the Legislative Committee if there is a bill that is not currently being monitored.

7. Other Reports:

a. State of APA at the National level - Graham Billingsley

Graham gave an update on the AICP CM program and AICP membership. There are a record number of applicants for the May exam. Graham presented

the statistics of the test takers: 18 over age 60, 37% over the age of 40 – planners are now recognizing the value of the certification.

National's budget is on a 2 year cycle. There has been an adjustment and there is an assumption of a 10% membership drop. There is a hiring freeze. Other programs are reporting losses; publication purchases, job mart, etc. The core of the APA National membership is AICP, they now represent almost 30%.

Graham also reported that because of National's new auditors there will be some new financial requirements for Chapters.

b. Attendance at PIC meetings - Todd Tucker, Vice President

The Agenda Item was presented and Board members are highly encouraged to attend PIC meetings to learn more about our subsidiary.

8. Other Business

Jeremy presented the opportunity to bring Enrique Penalosa to a social, informal meeting with planners. We would expect 25-30 people during our First Friday happy hour. Jeremy made a motion to use up to \$200 from the Regional Events line item for this Happy Hour, Scott seconded - APPROVED

NEXT MEETING: Friday, April 3, 3-5pm (starts one hour later)



## **APA Colorado Board Meeting Minutes**

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April 3, 2009

**3pm - 5pm**

**URS Corp conference room, Denver**

**Board in Attendance:**

Dale Case, Past President  
Scott Bressler, Metro Rep  
Bill Healy, South Central Rep  
Jeremy Klop, Vice President  
Michael Sutherland, PDO  
James van Hemert, President  
Jeff Walker, Planning Commissioner  
Rep

Susan Wood, Legislative Committee  
Co-Chair

April Nowak, Student Rep

**Staff in Attendance:**

Katie Guthrie  
Denise Henasey

**Guest in Attendance:**

TJ Dublac

1. Opening Remarks by James van Hemert, President

James provided an update on Leah. Staff will send a card on behalf of the Board and will provide updates as they are received. James indicated that he will attend the CPC meetings in Minneapolis and will bring up 2 things: 1. APA national should do a sustainability audit of its own organization – and 2. concern with the cost of the national conference. Mike added that the AICP exam prep desk is full of errors & typos and that the ethics disk is based on old code.

2. Old Business

a. Approval/Correction of March Minutes

Mike made a motion to accept the minutes as presented.

Jeremy seconded the motion - APPROVED

Steve and Matt - ABSTAINED

3. PIC update – Bill Healy

Bill gave an update on marketing, the status of 4 courses in development, and the potential to expand to other chapters.

4. Secretary/Treasurer's Report, Leah Dawson

a. Financial report

Scott made a motion to approve the reports as presented.

Susan seconded the motion - APPROVED

- b. Investment options for savings/CDs

A report may be presented at the next meeting.

- 5. Chapter Administrator Report - Denise Henasey & Katie Guthrie
  - a. Delegate reception at Gluek's in Minneapolis –see flyer
  - b. Update on list of potential keynote speakers – need to settle on 3-5 finalists by mid-May.

- 6. Legislative Committee Update – Susan

Susan provided a brief recap of the 35-acre issue and the TIF fund bill. Bill offered that one size does not fill all across the state –that regarding the 35-acre issue, the decision needs to be made locally not at state level. Regarding the TIF fund, Jeremy spoke against the hyper-localization of the local sales tax issue and said that it can be a real barrier to regional planning – types of impacts they cause, esp. transportation.

- 7. Other Reports:

- a. Nomination Report and Ballot, Dale Case

The ballot was included in the Board packet. The candidates' statements should be limited to 300 words and should be sent to Denise by April 10. Also, the candidates should be reminded that campaigning is not allowed.

Bill made a motion to accept the ballot as presented.

Jeremy seconded the motion - APPROVED

Bylaw change for disallow campaigning – a future to-do???

- b. South Central Regional Training Event, Bill Healy

Bill briefly described the workshop and requested that up to \$100 be allocated for snacks.

Dale moved that we allocate \$100 for SC event from their budgeted line-item

Mike seconded the motion - APPROVED

- c. Credit Card Accountability, James van Hemert & Leah Dawson

This item is for information only at this time. There will be an additional report in future, Briefly, James' goal is to have someone other than the card holder review the receipts.

- d. Budget Amendment and Salary Increase, James van Hemert

\*\*James – please fill-in the blanks here

FUNVALE





## **APA Colorado Board Meeting Minutes**

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May 8, 2009

**2pm - 4pm**

**URS** Conference Room, Denver (see directions below)

### **Board in Attendance:**

Dale Case, Past President  
Scott Bressler, Metro Rep  
Bill Healy, South Central Rep  
Jeremy Klop, Vice President  
Michael Sutherland, PDO  
Jeff Walker, Planning Commissioner Rep  
Susan Wood, Legislative Committee Co-Chair  
April Nowak, Student Rep  
Steve Westbay, South West Rep  
Greg Moberg, North West Rep  
Todd Tucker, VP of External Affairs

### **Staff in Attendance:**

Katie Guthrie  
Denise Henasey

### **Guest in Attendance:**

Don Moore

1. Opening Remarks by Dale Case, Past-President
2. Old Business
  - a. Approval/Correction of April Minutes

Mike made a motion to accept the minutes as presented.

Jeremy seconded the motion - APPROVED

Todd - ABSTAINED

3. Secretary/Treasurer's Report
  - a. Financial report

Denise presented the reports. Todd made a motion to accept the report as presented.

Scott seconded the motion - APPROVED

4. PIC update – Bill Healy

Bill reported that the first \$125 interest payment from PIC has been made, and that student numbers were up. There was a brief discussion on the draft contract to profit sharing (i.e., California) course update. Dale asked about student feedback – overall there is positive feedback. Dale also suggested that regional reps send out an email with info on training. Mike and Todd asked the group to consider taking a PIC course.

Denise reported an April total of 9 students. This compares to other Aprils: 2007-1, 2008-3, 2009-9. Total student enrollment to date for 2009 is 58, with an all-time student total of 352.

5. Chapter Administrator Report - Denise Henasey & Katie Guthrie

a. 2009 Conference Update (sessions, keynote, awards)

Katie provided a status on the keynote speakers, the session proposals and the awards. April mentioned that the student group intends to organize a bike ride to the conference with “chase vehicles” and two starting point -- one from Denver and one from Boulder. They also so desire to establish a opportunity to rent bikes while in Estes. This will be organized by students and open to members. Dale recommended we suggest themes/ideas to James for the annual meeting at the conference in an effort to make it more interesting/appealing for members.

b. NCPM Committee

Send suggestions for committee members to Katie.

6. Legislative Committee Update – Susan

Susan presented the report and passed out 2 handouts. There was a discussion amongst the Board and Guest Don Moore about the history of this type of legislation and what the future may hold. Susan brought up legislation on climate change for 2011 as something to keep in mind.

Bill mentioned establishing a list of goals of state importance. This could be achieved by the Legislative committee and they could start with 1041 regulations.

Bill made a motion to accept the motion as presented in Susan’s agenda item.

Discussion: Steve stated that the potential 35-acre rule legislation will not apply to exempt well permits. This needs to be addressed and we can be prepared to respond to it.

Todd seconded the motion - APPROVED

7. Other Reports:

a. FAICP nomination and committee formation – Mike will serve as Chair to form a committee to generate names. One person should put together application then bring to committee for review. Susan and Mike will work to finalize a list and bring back next meeting.

b. Beaux Arts Ball sponsorship request – April  
Bill made a motion to support the request as presented.  
Todd seconded the motion.

Discussion – Bill said this seemed like a reasonable request -- APPROVED

c. Training

Grand Jct – June 12<sup>th</sup> training Debbie Jones (website) Spanish speaking at the counter, half-day & full-day options for the workshop

Colo Springs June 17 training form-based code w/ AIA. 1.5 CM has been approved. Its in the evening and its free.

Bradburn Village walking tour – June 12 CM will be available.

CM Law training - tentative June 24 at the South DTC.

8. Other Business

Dale reminded everyone that the next meeting is June 12<sup>th</sup>. He said James is not here today because he has already started biking to Grand Junction (laughs all around) Jeff, Dale, James, Steve, Jeremy will probably attend that meeting.

Todd asked for suggestions for topics to present at CML June 16 – climate change, economic/stimulus stuff, how to run an office with fewer people and more work

Meeting adjourned at 3:48p



## **APA Colorado Board Meeting Minutes**

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June 12, 2009  
12:00pm to 1:30pm  
Grand Junction City Hall  
Grand Junction, CO 81501

### **Board in Attendance:**

Dale Case, Past President  
Scott Bressler, Metro Rep  
Joe Frank, Northwest Rep  
Jim Hayes, Metro Rep  
Jeff Walker, Planning Commissioner Rep  
Susan Wood, Legislative Committee Co-Chair  
Steve Westbay, South West Rep  
Todd Tucker, VP of External Affairs  
James van Hemert, President

### **Staff in Attendance:**

Katie Guthrie  
Denise Henasey

#### 1. Opening Remarks by James van Hemert, President

James presented his "Top 10 List" and briefly mentioned the highlights.

#### 2. Old Business

##### a. Approval/Correction of May Minutes

James asked that NCPM be spelled out to read "National Community Planning Month"  
Susan noted that Steve's comment about exempt well permits was misstated. The May minutes shall be changed to read: "The potential 35 acre rule legislation will not apply to exempt well permits".

Todd moved to accept the minutes with the above amendments.

Joe seconded the motion - APPROVED

#### 3. Secretary/Treasurer's Report

##### a. Financial report

. Steve made a motion to approve the reports as presented.

Jeff seconded the motion - APPROVED

#### 4. PIC update

Staff reported that a June meeting was not held. James commented that he appreciated having the data reporting student totals.

#### 5. Chapter Administrator Report - Denise Henasey & Katie Guthrie

a. 2009 Conference Update

Katie provided an update of the sessions, keynote speakers and awards.

Todd commented that maybe we should consider someone uplifting/positive. To that, James suggested Jeff Vankooten. James will contact him and provide that information to the Board for their input. Staff will invite Patty Silverstein and wait one more week for a response from Shafroth; if no answer, then James will pursue Jeff Vankooten.

Joe inquired about sponsorships. Denise said that \$13,000 was budgeted and the amount pledged to date is almost \$4,000. In July, Board will be asked to help solicit sponsorships.

6. Legislative Committee Update – Susan

Susan noted that draft language of 35-acre legislation was included in packet, as requested. Climate change legislation is an upcoming topic. The next meeting will be on Monday the 15th. Susan mentioned that the committee will need to balance the workload of climate change and 35-acre legislation and will seek feedback from Board on what direction to pursue.

7. Other Reports:

a. Mosaic Scholarship Award

Donna Ann Ferguson was awarded our Mosaic Scholarship. She sent a thank you note/letter of appreciation, which James read aloud her letter of appreciation.

b. APA National Membership and Revenues

James summarized this item. Susan asked about AICP membership – it has increased by 46 since 2008. Todd noted his concern about raising the cost of going to the conference. Denise will again announce in the next newsletter reduced rates for unemployed/under-employed AICP members, as well as the many free CM opportunities available.

c. Local Host Conference Committee & registration fees

James summarized the situation by saying that the Local Host Committee (LHC) works hard to help with the conference, but then they have a limited chance to attend sessions. As a way to show appreciation for their hard work, James suggests that free registration be offered for a conference in the future. Susan supports the idea that the LHC volunteers as in-kind work. Joe questions the appropriate timing of this due to loss of revenues/membership and the other benefits associated with hosting (taxes, etc).

Todd suggested a hybrid where we enable the LHC to offer two complimentary

registrations to locals non-APA members (i.e., town manager). After some additional discussion, the Todd's motion was formalized to read: The Local Host Committee (LHC) shall be able to offer two complimentary conference registrations to local non-APA members. This allowance shall be offered to LHC henceforth, as well as retroactively to the Breckenridge LHC. Steve seconded the motion - APPROVED

#### 8. Other Business

On behalf of Greg Moberg, Denise provided an update on the successful Grand Junction training.

James noted that this is the last meeting for those not seeking reelection; Joe, Todd, Leah, Bill and Dale. He expressed his gratitude for all of their hard work and dedication. Susan echoed it enthusiastically. She especially noted how those Board members were always helpful with Legislative Committee –a big thank you! Todd expressed his pleasure in working with the Board and said it has been his pleasure. Dale echoed the sentiments - he served on the board for 8 years! James will send a thank you to Leah on behalf of the Board. Todd will follow up on putting together a "Lifetime Achievement Award" for Joe Gerdom.

There was discussion of a benevolence fund for the 2010 budget. Even without this line item for 2009, after off the record comments, Dale made a motion to make a contribution in honor of Michael's mother. Todd seconded the motion – APPROVED

The meeting adjourned at 1:20 pm



## **APA Colorado Board Meeting Minutes**

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**July 10, 2009  
Webb Building  
201 West Colfax Avenue, Denver  
Room Room 4.I.4  
2-4pm**

### **Board in Attendance:**

James van Hemert, President  
Susan Wood, President-Elect  
Meghan Pfanstiel, Secretary/Treasurer  
Jeff Walker, Planning Commissioner Rep  
Tom Parko, Northwest Rep  
Jim Hayes, Metro Rep  
Tim Geltson, Metro Rep  
Chris Kulick, Central Mountain Rep  
Meggan Herrington, South Central Rep  
Greg Moherg, Northwest Rep

### **Staff in Attendance:**

Katie Guthrie  
Denise Henasey

1. Opening Remarks by James van Hemert, President

Welcome seven new board members!

2. Old Business

- a. Approval/Correction of June Minutes

Susan made motion to accept the minutes as presented.

Jim seconded the motion - APPROVED

3. Secretary/Treasurer's Report

- a. Financial report

Meghan presented the reports. James reminded everyone of the potential downturn in member numbers.

Tim made a motion to approve the reports as presented.

Greg seconded the motion - APPROVED

4. PIC update

On behalf of the PIC Board, Denise presented a brief report, and reminded the Board that there are 2 PIC courses that have been approved for CM that planners can take for free.

## 5. Chapter Administrator Report - Denise Henasey & Katie Guthrie

### a. 2009 Conference Update

Keynotes, sessions, social events – all are on track for 2009 and progress is being made on the 2010 conference. For fundraising efforts, Board member participation will be needed. \$7500 is the total to date, with a \$13,000 budgeted amount. Denise will send out sponsorship level info sheet and contact list for Board members to review.

### 6. Legislative Committee Update – Susan

While the Legislature is not currently in session, the committee is still meeting through the summer. Susan gave a brief recap of 35-acre legislation and provided Sol's phone number and requested that all questions to Board members be forwarded to him for the time being. Meghan informed the Board that she will reclude herself from discussions about 35-acre discussions because of other professional obligations. Susan went on to say that climate change legislation will be a big deal in the near future. James spoke a few minutes about the important roll planners will play in forming the ground-swell of change that is coming. The next committee meeting is August 3.

### 7. Other Reports:

#### a. Use of Listserve – James

James introduced this informational item. Denise provided some background about the two listservs -1) for members to post questions and the other is for news from the Chapter and Denise tries post to this list serv as judiciously as possible. After some discussion the consensus was that the list servs are for planners only, with occasional exceptions for outside non-profits. Member emails will never be released.

#### b. National Community Planning Month – James

James introduced this item as a way to showcase what we do as planners in our communities. He will write an op-ed piece in addition to supporting and participating in other events/activities. James would like to form a committee to help make a bigger statement about the planning profession. Tim mentioned that the City of Lakewood has started thinking about ideas and volunteered to join the committee. Some of their ideas include a film series, box city w/ grade school. Katie stated that the first piece of this program is educating planners (our own members) about what NCPM is and what it could be used for. James stated that Katie will be a critical resource for this effort.

#### c. Committee enhancements – James



James asked for feedback from the Board about this item. There was some discussion about committee chairs and Board participation. James indicated he would like each Board member to serve on at least one committee, but is not required to serve as the Chair. This would be a good way to spread the workload and enlist new talent/ideas, while also building leadership and a potential for future board members. Meggan suggested taking it to the local level. As an example, she suggested hosting a “Meet Your New Rep” event and then introducing all of the committee opportunities. James reiterated that we need to charter the committees to provide direction, and that these charters should be aligned with the Strategic Plan. There was consensus from the Board to increase committee involvement. Holding less executive board meetings will give Board members time for these committees and meetings. Those that indicated an interest in the National Community Planning Month (NCPM) committee included Tim Geltson, Chris Kulick, Meggan Herrington and Tom Parko. From the general membership, Jessica Osborne and Hillary Calavitta were suggested as additional NCPM committee members. Jeff Walker expressed a general interest in committee participating.

#### d. Sustainability Committee – Denise

The Board discussed the idea of chartering a Sustainability Committee. There were questions about the purpose and goals of this committee. Tom Parko will contact Elisha Bartlett (past chair of the Green Committee for the chapter conference) and work to represent a request to sanction this committee. Chris Kulick is also interested in helping with the start up.

#### 8. Other Business

Meghan asked a question about the Agenda Item forms. Katie discussed its use and purpose. They contribute significantly to a more productive meeting. Blank forms are included with the draft Agenda or can be accessed from the website About Us page.

There was a brief discussion about the August meeting date, including the option of not meeting, and ultimately, consensus was reached to hold the next meeting on August 14<sup>th</sup> from 2-4pm. This date will coincide with new student orientation at UCD. Typically, this is an opportunity for new and existing students to meet/network with Board members and other planning professionals. The details of a combined Happy Hour on the 14<sup>th</sup> will be sent out.

Greg indicated his interest in working with students, potentially acting as a liaison to the student Chapter. He suggested that he can be the contact for when professional and students interact, and he is willing to facilitate that interaction. A brown-bag lunch series on real world planning was suggested, as another opportunity to bring Board members and students together.

James asked that efforts for FAICP nominations will be added to the next agenda. A brief discussion ensued and the Board concluded that the Chapter should move forward on two nominations. Meghan made a motion for the FAICP Committee to move forward on the two nominations for Graham Billingsley and James Charlier. Jeff seconded the motion – APPROVED

Meeting adjourned at 4:25 pm.



## APA Colorado Board Meeting Minutes

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August 14, 2009  
Excel Office  
550 Fifteenth Street, Suite 700  
Denver, CO  
2-4pm

### Board in Attendance:

James van Hemert, President  
Susan Wood, President-Elect  
Jeff Walker, Planning Commissioner Rep  
Tom Parko, Northwest Rep  
Jim Hayes, Metro Rep  
Tim Geltson, Metro Rep  
Greg Moberg, Northwest Rep  
Jeremy Klop, VP of Communications  
April Nowak, Student Rep  
Steve Westbay, South West Rep  
Joyce Allgaier, VP of External Affairs

### Staff in Attendance:

Katie Guthrie  
Denise Henasey

#### 1. Opening Remarks by James van Hemert, President

James asked everyone to introduce themselves then briefly describe some “hot issues” in their community”.

#### 2. Old Business

##### a. Approval/Correction of July Minutes (*attachment A*)

Greg suggested that a change be made to reflect what a “liason” means. He indicated that he can be the contact for when professional and students interact, and that he is willing to facilitate interaction between students and professionals. An error was noted the second FAICP candidate is James Charlier – not Jacob Riger.

Tim made a motion to approve the minutes with the above-mentioned corrections.

Greg seconded the motion – APPROVED

Steve abstained.

#### 3. Secretary/Treasurer’s Report – Meghan Pfanstiel

##### a. Financial reports (*attachments B,C,D*)

On Meghan's behalf, Denise reported that Meghan is now approving credit card transactions. Tim asked if we have considered giving scholarships for state conference. James suggested that this question be discussed during Denise's discussion on the 2009 conference.

Joyce made a motion to approve the reports as presented.

Susan seconded the motion - APPROVED

4. PIC update – (next meeting 8/21) (*attachment E*)

James indicated that he is interested in contacting all Chapter Presidents about PIC courses and will try to get it on the agenda for the fall CPC meeting. There was some general discussion about PIC and its marketing efforts.

5. Chapter Administrator Report - Denise Henasey & Katie Guthrie

a. 2009 Conference Update

Denise reported that there were 86 registrants as of last night. This is a little low, but notification of upcoming early bird deadline will be sent out and she expects more registrants then. Tim has concerns about "break-even" costs – where is it? He suggested that it is easier to negotiate "time" out of the office than it is money for expenses, so even a \$20 reduction might encourage more registrants. Denise said that she has been trying to renegotiate the hotel contract for lower room rates. Denise also added that in the 2009 budget, a \$43,000 profit from the conference is shown. Katie provided quotes from March meeting minutes where it was agreed that the conference should be self-supporting and in fact, should also contribute to the Chapter's overall income/savings. Steve suggested that regional reps could use some of their remaining regional training money – put it in a pool then use it somehow. Joyce suggested that each regional representative could select someone to "sponsor" for the conference. James summarized the suggestions – scholarship, extend early bird, more people for lower price, provide opportunity to regional representatives to use training money to subsidize registrations cost for their constituents. Jeremy offered his perspective on March's meeting – he said that a \$220 registration fee seems low overall, and that (in March) we did consider the economic situation. Denise offered that the "early-bird" deadline could be extended. James suggested that Planning Directors be contacted to see what the impediment is. Katie reminded the group that the idea of offering scholarships keeping surfacing – let's create a committee to get it figured out for next year's conference. Denise also suggested staff could facilitate room-sharing as a way

to cut costs, and could offer to connect daily commuters. Joyce suggests a marketing blitz might help increase numbers. Jim suggests that we move on because we already had an extensive discussion and decided this in March.

Joyce made a motion that staff move forward on marketing, early bird and hotel renegotiation.

Tim seconded the motion - APPROVED

b. Future conference sites

Due to time constraints, this will be discussed at the next meeting.

c. Allied Organizations involvement (*attachment F*)

Katie provided a brief summary.

d. APA National Webinars (*attachment G*)

Greg said that the City of Grand Junction has purchased the CD set. Denise will contact Fort Collins to see if we could add the disks to their order. Jeremy supported ordering the disks for our lending library.

Tim moved to buy the disks only in conjunction with Fort Collins

Tom seconded the motion - APPROVED

6. Legislative Committee Update – Susan Wood

a. 35 acre rule research (*attachment H,I*)

The Committee is continuing to move forward and looking for a sponsor for the bill. Research was presented on the various subdivision laws. Next meeting is August 24. Susan and James should further discuss Climate Change legislation and possibly appoint a sub committee.

b. Amicus Brief in support of Boulder County RLUIPA case

Religious Land Use and Institutionalized Person Act. An in-state legal sponsor is needed. More information is needed before the Board will take a vote.

7. Other Reports:

a. Awards Committee Update – Jeremy Klop

Recipients have been selected and notified. The committee is trying to offer more recognition at the conference, including badge tags, banner graphics, offer media presentations for the recipients and possibly present at their public meetings. Select award winners will also have an opportunity to present their lessons learned. The goal is to recognize them and raise the participation level in the process.

b. National Conference Bid – Jim Hayes (*attachment J*)

Jim was inspired by the talk of committees and felt this would be good for the chapter. First available date would be 2020. Bid package would be due for 2011. Meetings started about 14 months before the conference, with National. It was positive experience for the 2003 committee and a financial windfall for the Chapter.

Tim made a motion to put together a committee to investigate the chances of bringing National conference to Denver.

April seconded the motion – APPROVED

Tim is interested in serving on the committee.

c. FAICP Nomination Update – Mike Sutherland

Susan will work with Mike to move Graham's nomination forward

d. CU Denver Scholarship Awardees update – James (*attachment K, L*)

This item was included for information only.

e. Committee Update – Katie (*attachment M, N*)

Katie gave a brief presentation on 2 documents included in the packet and indicated that maybe the next meeting could be split – ½ committee(s) meeting and ½ board meeting. James asked if the Board was ready to commit to a committee. Denise reminded the Board that the committees could meet at another time during the month and that they should include members from the Chapter's membership – not just Board members. Denise suggested that each committee provide a short description for newsletter by November 1<sup>st</sup> as a way to help solicit interest. Board members then made the following commitments:

**-Sustainability Committee**

Elisha Bartlett and Tom Parko

**-National Community Planning Month (NCPM) Committee**

Tim Geltson, Chris Kulick, Meggan Herrington, Tom Parko, Jessica Osborne, Hillary Calavitta, Katie Guthrie

**-Budget Committee**

James van Hemert, Susan Woods, Meghan Pfanstiel, Tim Geltson, Denise Henasey

**-Bylaws Committee**

Joyce Allgaier, others?

**-Re-Districting Committee**

Greg Moberg, Tom Parko

**-Balloting Committee**

**-Scholarship Committee**

f. Sustainability Committee Update – Tom (*attachment O*)

Tom worked with Elisha to draft charter. The Board provided positive feedback on Tom and Elisha's effort.

Joyce made a motion to create a Sustainability Committee of APA Colorado

Susan seconded the motion – APPROVED

g. Student Chapter Update – April (*attachment P*)

April gave a brief report on the student's activities, including their bike share program at this year's conference.

8. Other Business

The meeting adjourned at 4:35pm.

**1. Electronic meeting on September 9, 2009**

**Support for Boulder County RLUIPA amicus brief**

Chris Kulick made a motion to approve APA Colorado Board support for the amicus brief prepared for the Boulder County RLUIPA court case.

The motion was seconded by Susan Wood.

The APA Board voted 10-2 in favor of supporting the amicus brief.

**2. Electronic meeting on September 14, 2009**

**Support for \$200 expenditure by Meggan Herrington for a South Central Regional training event in October, 2009.**

Tim Geltson made a motion to approve a \$200 expenditure for a lunch training event in Colorado Springs.

The motion was seconded by Tom Parko.

The APA Board voted 11-0 for approval.



## ***APA Colorado Board Meeting Minutes***

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**October 8, 2009  
Rocky Mountain Holiday Inn  
Estes Park, CO  
12:00 to 1:15 pm  
Room: Section E**

1. Opening Remarks by James van Hemert, President

James gave a brief update on the Chapter Presidents Council (CPC) meetings last week in Washington, DC, including a change National APA made to their budget regarding Chapter rebates. During this trip, he was able to promote PIC, which resulted in a call from the Rhode Island chapter already. James also announced the Chapter was awarded a \$2000 Technology grant for a training program.

a. Approval/Correction of August Minutes

Tim made a motion to approve the minutes as presented.

Greg seconded the motion - APPROVED

Steve abstained.

b. Approval/Correction of minutes from September 9, 2009 electronic meeting

Jeff made a motion to approve the minutes as presented.

Greg seconded the motion - APPROVED

c. Approval/Correction of minutes from September 14, 2009 electronic meeting

Susan made a motion to approve the minutes as presented.

Chris seconded the motion - APPROVED

2. Secretary/Treasurer's Report – Meghan Pfanstiel

On behalf of the Budget Committee, Denise reported they have met once and another meeting is scheduled. She also provided a brief summary of the 2010 budget.

April made a motion to accept the financial reports as presented.

Jim seconded the motion - APPROVED

3. PIC update - Mike Sutherland/Joyce Allgaier



Mike provided a brief update which included CM student totals and the number of courses for PIC certification.

4. Chapter Administrator Report - Denise Henasey & Katie Guthrie

Denise reported that there were 246 full registrations, prepaid and 350 total registrations prepaid. The future conference sites will be Steamboat Sheraton in 2010, 4-Corners/New Mexico (Santa Fe or Taos) in 2011 and Snowmass in 2012.

5. Committee Reports

a. Legislative – Coral Cosway/Susan Wood

Coral introduced herself and said that she has been member of the Legislative Committee for more than two years. She said that the Committee will send out a survey in November to help identify issues that are important to the membership.

b. National Community Planning Month Update and Request –Tim Gelston/Jeff Walker

Tim introduced the request. Jeff provided a brief update of what the committee has done to date (gallery of photos with taglines and happy hour event).

Chris made a motion to approve the request from the National Community Planning Month Committee to spend up to \$300 for a networking/happy hour event on October 30, 2009.

Susan seconded the motion.

After some brief discussion, a friendly amendment was made to create a new line item, Committee expenses, from which this request would come. This amendment was accepted.

The request was APPROVED.

c. Sustainability – Tom Parko

This committee will meet in November.

d. Redistricting –Tom Parko/Greg Moberg

Greg reported that this committee met and created a draft redistricting map.

e. National Conference Bid – Jim Hayes

Jim reported that the next available date to target is 2020. He will draft a letter a letter of intent, which is due to National APA by 2012.

6. Other Reports

a. April Nowak – Green Roofs

Chris Dixon, Student Chapter President, gave a brief update on the student group's recent research on green roofs. The student group has created a draft plan, including engineering specs. A \$50,000 in-kind donation has been received from Hydro-tech, but the group is seeking additional financial support. Also they are seeking help with the planning process. James requested that this informational piece be followed up with a written agenda item.

#### 7. Other Business

James read the agenda items and then asked that the annual agenda be approved at this meeting.

Susan made a motion to approve the agenda for the annual meeting as presented.

Jeff seconded the motion – APPROVED

The meeting adjourned at 1:06pm.

Final



## **APA Colorado Board Meeting Minutes**

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**December 4, 2009  
Webb Building  
201 West Colfax Avenue, Denver  
Room Room 4.I.5  
1:30pm-4pm**

### APA Colorado Board Members

James van Hemert, President  
Susan Wood, President-Elect  
Meghan Pfanstiel, Secretary/Treasurer  
Greg Moberg, North West Rep  
Chris Kulick, Central Mtn Rep  
Tom Parko, North Central Rep  
Tim Gelston, Metro Rep  
Steve Westbay, South West Rep  
Michael Sutherland, PDO  
Meggan Herrington, South Central Rep  
Coral Cosway, Legislative Com Chair  
Jeff Walker, Public Official Rep  
Joyce Allgaier, VP of External Affairs  
Denise Henasey, Staff  
Katy Guthrie, Staff

### PIC Board Members

Bill Healy, President  
Mike Sutherland, Vice-President  
Jan Winkler, Secretary/Treasurer  
Korkut Onaran

1. Opening Remarks by James van Hemert, President  
James tendered his resignation as APA Colorado President, effective December 18<sup>th</sup>, and informed the group of the adventures his will embark on in Canada. Susan Wood will become President. Tom Parko's birthday was celebrated with chocolate.
2. Annual PIC-APA Colorado Joint Board Meeting - Bill Healy, PIC President (Note: See separate minutes for this portion of the meeting)
3. Old Business
  - a. Approval/Correction of November Minutes  
Meghan made a motion to approve the minutes as presented.  
Tom seconded the motion – APPROVED
4. Secretary/Treasurer's Report, Meghan Pfanstiel

a. Financial report

Meghan presented the report with some discussion about the Chapter rebate and the conference revenues, which were overall a little better than was anticipated. Denise indicated that the budgeted process is difficult because of the timing of income and expenses, and therefore suggested the Chapter consider adopting a different fiscal year - perhaps April 1<sup>st</sup>. This would enable the Chapter to make a future-year budget on solid past-year expenses. This requires a bylaw change. There was unanimous support from the Board for this type of switch. It was agreed that this information would be shared with the Bylaws Committee.

5. Chapter Administrator Report - Denise Henasey & Katie Guthrie

Katie reported that in partnership with the City of Fort Collins, the Chapter will add expert-lead discussions to 3 webinars currently hosted by the City of Fort Collins. These additional discussions will be worth .5CM each. Katie solicited ideas from the Board for experts on the following topics:

Performance Measurement in Transportation Planning - Jeremy  
Development Finance & Pro Formas – Meghan, Andy Knutsen  
2010 Planning Law Review – Gil McNiesh, Carolyn White,

Meghan suggested that the Chapter consider charging a minimal fee for next series of webinars. However, there was consensus not to charge for the extended webinars in this series.

6. Committee Reports

a. Legislative Committee Update – Coral

At the next meeting, the committee will review/discuss all anticipated bills. Coral also reported that the online Legislative survey had 35 respondents to date.

b. Sustainability Committee – Elisha Bartlett, Chair

Elisha reported that 11 people indicated strong interest in participating on this Committee. The next meeting will be on Wednesday January 13<sup>th</sup> from 7:30am to 8:30 am (tentative). The committee will fine-tune the Charter and Mission statement and begin to define sustainability in the context of this committee.

Tom participated in the call and added that the Committee will revisit/strengthen Charter. James asked that in the future, Committees submit a report to Board.

c. Redistricting Committee – Tom Parko/Greg Moberg

Tom introduced the revised map that was posted on the wall (and all of the 14eeners were identified!). Greg provided some of the background information on the changes. Denise indicated that the representation between regions was unequal. There was some discussion about the difference between regional representation and equal representation. Ultimately, a stronger focus on geography was preferred by Board. Such a shift will affect the Metro reps – currently Jim and Steve, and also the Southwest rep for the next election. The committee should consider a date that a new map would become effective.

Chris made a motion to recommend the map as presented, go forward to the Bylaw Committee and a vote by the general membership.

Meghan seconded the motion – APPROVED

d. Bylaw Committee – Joyce Allgaier

Current members include Julie Ann Woods and Graham Billingsley and Fred Jarman. A report will be presented to the Board in January 2010. The Committee might add a New Professional to the committee. Also, Joyce asked to be added to the Sustainability Committee.

e. NCPM Committee – Jeff/Meggan

Meggan reported that the Committee met this morning. The purpose has been expanded to include outreach and ways to enhance planning efforts in each region. NCPM would remain a part of the committee's mission. Also, a name change is in the works. Meggan added that Pat Dawe will serve as Chair. A Charter will come to the Board in February. Also, the Committee wants to engage a larger group. Preliminary ideas include a calendar of events/action items will draw additional members.

7. New Business:

a. Mosaic Scholarship – James

James was contacted by CU Denver regarding the specifics of the Mosaic Scholarship (\$1,500 from APA Colorado to encourage diversity in the profession). The initial scholarship (last year) was utilized by the University as a recruitment tool with no selection input from APA Colorado. After some discussion, the Board indicated satisfaction with this system. James will report back to CU that the

process for awarding the Mosaic Scholarship should not change. (The Board would like, at a later date, to revisit the selection process for the other scholarship that is awarded to current students, in part based on participation in the Chapter. The Chapter would like some selection input – as has been conveyed several times to the college).

Chris made a motion to allow the school to administer the Mosaic and keep it for the first year student.

Tim seconded the motion – APPROVED

Denise will follow up with Patricia McKissock at UCD to inform her of the Board's decision.

b. 2010 Meeting dates – James & Susan

James suggests that we consider designating one or more as Committee only meetings. Quarterly committee meetings was suggested by Susan.

Tom made a motion that we have 8 regular board meetings and 4 committee meetings (1<sup>st</sup> committee meeting in April). Denise suggests that maybe one a year is a conference call for everyone. James indicated that a decision does not have to be made today. Tom withdrew his motion. Joyce indicated that maybe in March have breakfast meeting as the day coincides with RMLUI. Denise reminded the group that we need to decide when/where next year's out-of-town meeting. Joyce suggests we move it to June or July and she suggested Aspen, Glenwood, Avon. Mike suggested we consider a multi-year schedule where we visit each region. Susan will work to finalize the details (committee meetings, out of town meetings, etc)

## 8. Other Business

Chris brought up his work on a regional event. Vail Resorts Corp. will partner with the Chapter on providing an educational component in the morning, then lunch followed by a ½ day of skiing. Possible dates include January 15, 22 or 29<sup>th</sup>. Chris indicated he will work with Denise to finalize details.

Meeting adjourned at 4:01pm