



BOARD MEETING AGENDA

July 14, 2023

Google

9:00 - 9:30 am

Meeting called to order at 9:01 am by Maureen Paz de Araujo, President
Roll Call:

<u>Present:</u>	<u>Absent:</u>
Maureen Paz de Araujo, President	Julia Puester, VP of External Affairs
Joni Marsh, Past President	Josh Olhava, Treasurer
Alex Bergeron, VP of Communications	
Erin Fosdick, Professional Development Officer	
Shaida Libhart, Legislative Affairs Rep	
Abbey Aguirre, Chapter Executive Director	

1. **Opening Remarks** - Maureen Paz de Araujo, President - none
2. **Chapter Administrator Report** - Abbey Aguirre, Executive Director
 - a. **CPC Update:** 300 registrations as of this morning, with a total of \$90,010 in registration income.
 - i. **Local Host Committee Concerns:** Despite four attempts to get an update over the past month, Abbey has received no answer or info provided. Originally, details were requested to be provided by June 14 to add to the main registration page when registration opened on June 15th. Abbey will reach out to Sheila to ask if she will take over. Erin recommended Abbey also reach out to Morgan, as well.
 - ii. **Board members attending the conference:** Abbey let Alex, who had asked previously, and the group know that no work or anything special is required from board members attending the conference. Abbey will also change Alex's registration information to his full-time position instead of his board member position with APA Colorado.
 - b. **Membership Dues Q2:** Abbey informed the group that the quarter two membership dues collected totaled \$15,117.18. With fees removed, a total of \$13,214.40 was collected, which is higher than the budget.
 - c. **Development Plan feedback reminder:** Abbey reminded the group that feedback on the development plan is due at the end of July. The group had no questions. Abbey will send a reminder to the full board on Monday.

3. New Business

- a. **2023 Transportation Symposium Financial Closeout Update -**
Maureen Paz de Araujo: Maureen reviewed the estimated loss of \$1,280 to \$1,500 that APA Colorado will be responsible for. Maureen let everyone know she is awaiting Marsha Nelson's invite for a meeting for the six partner organizations to meet and review the financials. The final amount due will be presented to the board after this meeting.
- b. **Scholarship -** Maureen Paz de Araujo: Four applications were received and there was a disconnect about the scholarship timeline. Typically, there is a line item in the budget and review. The line item in the budget allocates \$1,500 in scholarship funds for 2023. Joni suggested we add more money to the line item of \$1,500 and split it four ways between all applicants. This has been done in the past. Abbey will send an informative email to the full board to review the applications and vote on who to provide a scholarship for and in what amounts. Abbey and Maureen will work on an email together that explains the opportunity to add more funds to the \$1,500 line item.
- c. **Chapter Election Slate -** Abbey Aguirre: Abbey reviewed the five positions that are up for election to take their seat on January 1, 2024, as well as the election timeline. The group stated this was a good slate. If Josh does not want to be Treasurer and President Elect in 2024, a separate election will be held for the Treasurer seat. Shaida expressed interest in serving in this role.

- 4. **Board Member Updates -** none
- 5. **Other Business -** none
- 6. **Adjourn**

Move to approve: Maureen Paz de Araujo

Seconded: Erin Fosdick

Discussion: none

Meeting Adjourned at 8:17 am

Action Items:

- ~~Abbey: send request to Morgan and Shelia for Local Host Committee. Then, follow up with Katelynn.~~
- ~~Abbey: send reminder to full board on development plan feedback that is due July 31.~~
- ~~Abbey: put together email to full board regarding scholarship and email vote to approve.~~