



EXECUTIVE COMMITTEE MEETING AGENDA

Friday, September 14, 2023

**Google Meet
9:00 to 9:30 AM**

The meeting was called to order at 9:02 am by Maureen Paz de Araujo, President

Roll Call:

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

1. Opening Remarks - Maureen Paz de Araujo, President
 - a. Maureen welcomed everyone to the meeting.
2. Chapter Administrator Report - Abbey Aguirre, Executive Director
 - a. Colorado Planning Conference update: Abbey provided an update on the conference including that we have maxed out on registration and all details are finalized.
 - b. 2024 Local Host Committee:
 - i. Lesli reached out to local professionals to see who is interested in joining the 2024 Local Host Committee. Lesli and Josh are working together to organize this group. Maureen suggested that we get all of the communities in the area together to be involved.
 - ii. Josh asked for the group's opinion on how far south we should include and suggested the cutoff be Longmont. Erin agreed and said that depending on what the role is, mobile tours might be too far to plan in Longmont. But, from an event perspective, we can decide how far to go for mobile tours.
 - iii. Josh to put together a contact list of point people.
 - iv. Erin suggested that when the Conference Planning Committee discusses a theme, to include the larger area but to focus the conference itself more local. Josh agreed and mentioned there are several master plans in this region that can be highlighted.

Maureen added that people in the area may have a good idea on what to include on mobile tours, as well as transportation. Erin suggested that there is an opportunity to arrange ride shares for things like early morning coffees, happy hours, etc. in the surrounding area.

- c. Scholarship update: The school and group agreed to award \$750 to each of the four applicants. Abbey will be mailing the checks to the school.
- 3. Abbey asked the group if it was okay if she took off from October 23 to 27, 2023.
 - a. The group agreed and also agreed that Abbey's out-of-office email signature will include PDO for CM requests, questions, etc.
- 4. Other Business
 - a. Abbey informed the group that APA is discontinuing the ListServe. Abbey and Shaida have a meeting planned to discuss Constant Contact for legislative use.
 - b. Erin let the group know that there will be an AICP Prep Workshop on October 7, 2023.
- 5. Adjourn

Erin Fosdick moved to adjourn the meeting.

Julia Puester seconded the motion.

The meeting was adjourned at 9:19 am.

Next Meeting:

Executive Committee

October 13, 2023

9:00 to 9:30 am

Future Agenda Items: n/a

Action Items: none