



Board Meeting Agenda

March 15, 2024 | 8:30 am to 4:00 pm
In-Person and Zoom

1. Opening Remarks - Maureen Paz de Araujo, President
2. Consent Agenda
 - a. Approve minutes from January 12, 2024 Board Meeting and February 9, 2024 Executive Committee Meeting - Abbey Aguirre, Executive Director
 - b. Financial Report - Josh Olhava, Treasurer
3. Chapter Administrator Report - Abbey Aguirre, Executive Director
 - a. 2024 CPC Update
 - b. 2025 NPC Conversation
 - c. 2026 CPC Location
4. Membership Committee Activities - Susan Wood, Membership Committee Chair
5. Development Plan Review and Edits - Abbey Aguirre, Executive Director
6. Area Representative Reports: brief update of events, ongoing, etc. from your area
 - a. North Central
 - b. Denver Metro
 - c. Central Mountain
 - d. Northwest
 - e. Southwest
 - f. South Central
7. Committee Updates: brief update of events, ongoing, etc.
 - a. APAS
 - b. Awards Committee
 - c. Emerging Planning Professionals Committee
 - d. Equity, Diversity, and Inclusion Committee
 - e. FAICP Committee
 - f. Great Places Program
 - g. Healthy Communities Committee
 - h. Legislative Committee
 - i. Membership Committee
 - j. Outreach and Communications Committee
 - k. Professional Development Committee
 - l. Sustainability Committee

m. Youth in Planning Committee

8. Other Business

9. Adjourn

Next Meeting:

- Executive Committee - April 5, 2024, 9:00 - 9:30 am
- Full Board - May 10, 2024 - 9:00 - 11:00 am

Future Agenda Items:

Action Items:

APA Colorado APA Colorado Board Meeting Agenda Item

Board Meeting Date: March 15, 2024

Subject: Consent Agenda

Board Member/Sponsor: Abbey Aguirre and Josh Olhava

Development Plan/Action Program Reference: (list or N/A)

Budget/Financial Implications: Yes No X

Budget Line Item: _____

Amount Budgeted: _____

Amount Requested: _____

ACTION ITEM: X

INFORMATIONAL ITEM:

Recommendation: Approve minutes from the February 9, 2024 Executive Committee Meeting. Approve financial report through February 2024.

Approve Minutes

The minutes for the January 12, 2024 Boar Meeting and the February 9, 2024 Executive Committee Meeting are attached.

February 2024 Financial Report

Overall, we are in line with the budget year to date. Q3 and Q4 lobbyist expenses were cashed in early March, so we'll see that 2023 expense hit next month. Still working on committing sponsors, but expenses are under budget and chapter membership dues are above budget.

Income - above budget year to date +\$11k

- Chapter Membership Dues are above budget year to date at \$27k.
- Sponsorships are starting to roll in and the invoices are beginning to be paid, so I expect to see more sponsorship income in the next few months.
- Planners Day at the Capitol brought in \$475, more than budgeted.
- Transportation paid APA Colorado back \$4k, as well.

Expenses - below budget year to date -\$3k

- Software shows as below budget (-2.6k) because Quickbooks was budgeted to be paid in one lump sum in the beginning of the year, but will be paid

APA Colorado APA Colorado Board Meeting Agenda Item

monthly at \$45/month.

- Deposit paid for venue for this year's conference.
- Catering for the Planners Day at the Capitol was slightly over budget (+\$95) due to a higher registration number than expected. We had to cut off registration!



Board Meeting Agenda

January 12, 2024
Google Meet
9:00 - 11:00 am

Role Call: Alex Bergeron, Amanda Kannard, Britt Palmberg, Carrie Makarewicz, Ethan Greene, James Dickhoff, Jonathan Malpica, Josh Olhava, Kate Morgenstern, Kris Valdez, Morgan Hester, Scott Bressler, Shaida Libhart, Zach Noyes, Abbey Aguirre

Excused: Erin Fosdick, Mark Truckey, Lesli Ellis

1. Opening Remarks - Josh Olhava, President-Elect
 - a. Josh Olhava called the meeting to order at 9:03 am.
2. Consent Agenda
 - a. Abbey Aguirre presented the minutes from the December 8, 2023 Executive Committee Meeting.
 - b. Alex pointed out a few typos to correct.

Discussion: none.

Shaida Libhart moved to approve the minutes with the typos corrected.

Alex Bergeron seconded the motion.

Vote: unanimous all in favor.

3. Chapter Administrator Report - Abbey Aguirre, Executive Director
 - a. Abbey Aguirre informed the Board that 2024 Sponsorships are available. She reviewed the spreadsheet for Board members to reach out to contacts and add notes to the spreadsheet.
 - b. Abbey Aguirre showed that the Board Members' webpage has been updated. Further updates can be sent to Abbey to be made.
 - c. Abbey Aguirre reviewed the 2023 Annual Report pending items and what has been received.
 - d. Q1 Membership Dues received were reviewed and are in line with previous years' membership dues collected.
 - e. Abbey Aguirre informed the groups that the 2024 Colorado Planning Conference Local Host Committee has met twice already. Abbey presented a proposed timeline and registration rates for the conference.
 - i. Morgan Hester said that the extended time to review sessions is great and appreciated
 - ii. Josh Olhava mentioned that from what we're seeing from other conferences and what we're hearing from members, there is interest in shorter sessions, too, while balancing with CM credits. A potential idea is to include 20-minute quick burst sessions with key

takeaways/lessons learned. Further, Josh is glad we stepped away from 90 and 180-minute sessions because they can drag on for certain topics. Josh asked if we could create some different structure for the call for sessions. For example, when you put in an hour or longer session proposal, you have to justify why that length of time is needed. Additionally, we could inform proposals that 20-minute sessions will be blocked in 1-hour sessions for CM credit. This creates opportunities for more sessions and more speakers. Additionally, we can encourage presenters to partner with other people/towns. This also creates breaks and opportunities for people to walk around. Additionally, Josh suggested we add round-table discussions and opportunities to discuss in groups. This encourages planners to work together across the state.

- iii. Shaida added that we typically put “here are the topics”, but how can we get more variety in topics submitted? She would like to see us get more creative in how we ask for sessions.
- iv. Nikki Galehouse added that she did a session in grad school that was a pre-planned series. The 45-60 minute session had slides auto-advancing to force you to stay fast-paced. The audience liked it because they got a lot of information in a short amount of time.
- v. Morgan Hester added that a couple of years ago, we updated the form for session submittals. She continued to ask if we could further refine it to ask presenters to include “this is what I’m going to talk about, this is how long I’m going to talk”.
- vi. Josh added that he kind of likes having morning sessions be a “Storytelling” format, such as lessons learned, things you’re struggling with, etc.
- vii. Morgan agreed that this helps with networking, making connections, and providing something extra at the conference.
- viii. Shaida volunteered for a workshop to brainstorm further and update the form.
- ix. Shaida also mentioned that NPC 2025 is coming up quickly, and we should start thinking about our table at the 2024 NPC and what we want to do in Denver for the 2024 NPC.
- x. Josh added that he, Maureen, and Abbey are working together to figure out what our expectations are and to make sure we’re investing the right time in this
- xi. Alex added that for NPC 2025, his City of Boulder colleagues are trying to see if/how they can be involved and to please keep him in the loop.
- xii. Josh said that we’ll see more attendees from the front range/western slope with the location for CPC 2024. Can we consider a scholarship for areas that need it and wouldn’t otherwise be able to attend? The scholarship would be limited and specific to provide for communities who don’t have the resources to send people.

- xiii. Levi mentioned that the increase in student rates is a concern since the university covers the cost. Abbey agreed and will bring it back to \$100.
- xiv. Alex said that the full APA member cost increase could be a sticker shock. He asked if we could consider a \$50 increase this year and \$50 next year.
- xv. Maureen agreed and suggested we lower APA members back to \$375.
- xvi. Morgan also agreed and asked if we do \$350 this year, and \$400 next year.
- xvii. Josh reminded the group that next year, we won't have a state conference because of NPC in Denver. He suggested we look at the cost per CM credit.

4. Financial Update - Josh Olhava, Treasurer

a. 2023 Budget:

- i. Josh provided a recap of 2023 and how everything ended at the end of the year. There are a few items we are waiting on, but overall still tracking in the positive. This year, we will provide more of a local guide and less food/beverage at the CPC. Vendors will also provide snacks/food.
- ii. Alex added that one thought on snacks and things at CPC, is to increase the quality and value of snacks.
- iii. Maureen said thank you to the local host committee and asked to be included in future meetings. For breaks/snacks, Maureen suggested we can get sponsors. For example, firms that don't want to man a booth but could provide a snack/food instead.

Discussion: none.

Shaída Libhart moves to approve the financial report.

Britt Palmberg seconded the motion.

Vote: unanimous all in favor.

b. 2024 Budget

- i. Josh informed the Board that adjustments were made after the last meeting. The budget shows the reflected changes.
- ii. Abbey let the group know we switched to online QuickBooks for 2024, so that is reflected in the budget, as well.
- iii. Josh suggested we switch savings to a high yield savings or CDs.

5. Legislative Priorities - Shaída Libhart, Legislative Affairs Representative

- a. Shaída let the Board know that the survey received a few hundred responses leading to top issues for the year. These allow us to focus our efforts. We redid the survey this year and focused on the top five areas, but identified other top issues to highlight to legislators.

- b. Josh said this looks really good and asked if it makes sense to bold the words and phrases on page one if people just glance through it. This way, that information would be highlighted.
- c. Shaída said she did that but the formatting went away when moved to a PDF.
- d. Alex asked if as it relates to housing, there's a volume increase and we should be aggressively advocating for it. For the zoning reform section, he suggested it be separate from affordable housing. He clarified that we need lots of units, not just attainable and affordable, providing more housing at all price points.
- e. Shaída asked if Alex could email her his thoughts. Alex said he doesn't have anything additional to add. Maureen asked Alex to email Shaída what he suggested so she can review with the Legislative Committee.

Discussion: none.

Josh Olhava moves to approve the legislative priorities for 2024.

Maureen Paz de Araujo seconded the motion.

Vote: unanimous all in favor.

6. Treasurer position:
 - a. Josh asked the group that if they know of someone, or if you are interested, to send that information our way! We are still going to blast out the request to the membership.
7. FAICP Candidates
 - a. Maureen let the group know that the information on if candidates were awarded or not will come to Abbey in February.
8. Board Retreat
 - a. Abbey let the group know this meeting will be in person, but a virtual option is available.
 - b. Josh asked that committees come to the event with a plan for the year, events, etc. to be more transparent and planned out

9. Adjourn

Discussion: none.

Josh Olhava moved to adjourn the meeting.

Shaída Libhart seconded the motion.

The meeting was adjourned at 9:55 am.

Next Meeting:

February 9, 2024 | 9:00 - 9:30 am | Executive Committee

March 8, 2024 | 8:30 am - 4:00 pm | Full Board Retreat

Future Agenda Items:

Action Items:

- **Abbey to share current form along with invite to board to brainstorm/workshop a new session submittal form**

- **For 2024 cpc: create more**
- **Abbey to send verbiage re: treasurer positon to josh to review/approve**

Katelynn Morgenstern

9:15 AM

LOVE that idea josh!!! NPC does that and it's a great opportunity to get more speakers!

Alex Bergeron

9:18 AM

In the social media era it's true that 'shorts' are most easily digested.

Jonathan Malpica

9:23 AM

We're Tiktok-ifying the sessions.

You

9:23 AM

Yes Johnny! haha

Morgan Hester

9:23 AM

YES, SHAIDA!!!! - with that exact language

Jonathan Malpica

9:24 AM

For the record, I am also not on Tiktok.

Shaida Libhart

9:31 AM

From what I've seen in some other states, \$400 is in line. I also think our conference is significantly better than some others.

Carrie Makarewicz

9:31 AM

Thanks for noting that, Levi. He's right, the department increased our sponsorship of APAS from \$5,000 to \$7,000 this year to cover the increased conference cost. We have a tighter budget this year so I don't anticipate we could go above \$7,000 this year, or even stay at \$7,000. Hopefully the closer venue for CU Denver (Loveland) will lower the overall cost for students who might not need hotels, or as much gas.

Jonathan Malpica

9:32 AM

\$399.99

Shaida Libhart

9:38 AM

is there a local farmer's market that we can get fresh fruit from?

Shaida Libhart

9:39 AM

looked great!

Morgan Hester

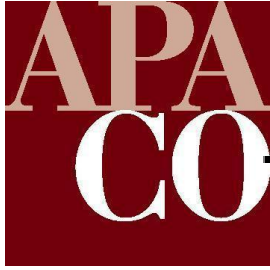
9:47 AM

This is SUCH impressive work, Shaida!!

James Dickhoff

9:47 AM

Great Work Shaida



Executive Committee Meeting Agenda

February 9, 2024
Google Meet
9:00 - 9:30 am

Present: Maureen Paz de Araujo, Alex Bergeron, Shaida Libhart, Shelia Booth

1. Opening Remarks - Maureen Paz de Araujo, President
 - a. Maureen Paz de Araujo called the meeting to order at 9:00 am.

2. Chapter Administrator Report - Abbey Aguirre, Executive Director
 - a. Abbey said the survey leaned heavily towards hosting the Board Retreat on March 15, 2024.
 - b. Abbey reviewed the 2024 Colorado Planning Conference timeline.
 - c. The group discussed asking for 10 or 15-minute session proposals.
 - i. Maureen said at the Transportation Symposium, they combine three 15-minute sessions with similar topics so they fit well together. A moderator is provided.
 - ii. Erin sent out a request for PDC to meet. Maureen said she would respond.
 - iii. Shaida wondered what people thought about offering shorter sessions, as she thought most people were in favor.
 - iv. Josh added that in the past, we struggled to get these shorter sessions as proposals, so we leaned more toward 30-minute sessions. It takes more work on the back end to manage these shorter sessions. We tried it 4 or 5 years ago and Shlia can speak to how that went.
 - v. Shelia said it is more work for Abbey and you get a mix of 5, 10, and 15-minute proposals and they can't always adjust the length to fit together well.
 - vi. Josh liked the 15-minute sessions. He pictures speakers coming and sharing a cool 15-minute idea or project. It also lets people come in and out of a session
 - vii. Abbey shared the draft of the call for sessions form.
 - viii. Shaida hated the timing at NPC last year. She likes keeping sessions at an hour long to keep it neat
 - d. Josh asked if there is interest in planning a volunteer event at the conference. If so, he'd like to get a small group together to brainstorm and see what this looks like.
 - i. Shelia likes this idea. We did it at Keystone for one year and received good feedback. We could see if a consulting firm could sponsor.
 - ii. Shaida added it could be almost like a planners' day of service and agreed that she likes the idea.

- iii. Josh added that he wants to do this during the conference, not after, so people attend
- iv. Sheila asked do we have a room at the venue. Abbey said yes, we do.
- v. Shelia added that we could even ask some of our clients if they have a project they want to bring if no one up there has one.
- vi. Josh agreed and said that he wants to find somewhere there is a true need to help elevate the profession. Erin, Abbey, Maureen, Josh, Shelia, and Kim will meet to discuss this further.

3. Financial Update - Josh Olhava, Treasurer

- a. Abbey presented the budget vs actual report and summarized items.
- b. Josh asked if anyone has an interest in exploring a high-yield savings account or temporary CDs for our savings account. Any red flags we need to be aware of?
 - i. Shelia asked if we need to keep the reserves of \$60k in savings and put above and beyond in a CD, or put it all in a CD.
 - ii. Alex agreed that having a diverse account is good and Josh's plan sounds good as long as we don't need it right away.
 - iii. Josh said we can use income for scholarships, programs, etc.
 - iv. Shaida likes the idea of using it for scholarships.

4. Other Business

- a. Shelia asked how are we doing on sponsorships. Abbey responded we're doing good! The Board members reaching out helped a lot!
- b. Josh added there is no interest in the treasurer position yet, but will keep asking and promoting the opportunity.
- c. Shelia asked if PIC needs to be updated or closed. Maureen said we haven't done anything with it.
- d. Josh said there is a planning commission training that is of interest to a few communities. This would build up a partnership with APA Colorado and DOLA where DOLA provides resources to provide money for a consultant to a community, reserve a space, and/or provide refreshments. Josh asked what we want to do with that opportunity as there is a growing interest from communities.
 - i. Shelia said she likes it. A lot of towns just can't afford to pay a consultant. We could create a canned PowerPoint or video, or DOLA could assign a topic to people.
 - ii. Josh added that DOLA could provide the resources, and APA Colorado could take them and assign them to Area Representatives.
 - iii. Shelia added we could do this as a YouTube series.

5. Adjourn

Discussion: none.

Josh Olhava moved to adjourn the meeting.

*Alex Bergeron seconded the motion.
The meeting was adjourned at 9:34 am.*

Next Meeting:

March 15, 2024 | Board Retreat

Action Items:

- Register Alex for planner's day at the capitol
- Resend checks to Sol? Cancel the first ones.
- Josh look up some financial ideas and will send to Abbey and Maureen to decide
- Josh to reach out to Andy with DOLA

Colorado Chapter American Planning Association

Budget vs. Actuals: 2024 APA Colorado Budget - FY24 P&L

January - February, 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Administrative Income				
Interest	4.54	3.34	1.20	135.93 %
Law Book Sales		0.00	0.00	
Marketing Swag		25.00	-25.00	
Membership Dues				
APA Membership	27,030.38	11,333.34	15,697.04	238.50 %
Chapter Only Membership		416.66	-416.66	
Total Membership Dues	27,030.38	11,750.00	15,280.38	230.05 %
Sponsorship	1,513.76	10,000.00	-8,486.24	15.14 %
Total Administrative Income	28,548.68	21,778.34	6,770.34	131.09 %
Advertising Income				
Job Postings Consultant Directory		250.00	-250.00	
Total Advertising Income		250.00	-250.00	
Education Income				
Scholarship		0.00	0.00	
Total Education Income		0.00	0.00	
Events Income				
Chapter Events Income				
NPC Reception		0.00	0.00	
Planners Day at the Capitol	475.16		475.16	
Statewide Chapter Events		333.34	-333.34	
Total Chapter Events Income	475.16	333.34	141.82	142.55 %
Colorado Planning Conference Registration		0.00	0.00	
Transportation Symposium	4,305.52		4,305.52	
TS Registration Income	0.00	0.00	0.00	
TS Sponsorship Income	0.00	0.00	0.00	
Total Transportation Symposium	4,305.52	0.00	4,305.52	
Total Events Income	4,780.68	333.34	4,447.34	1,434.18 %
Total Income	\$33,329.36	\$22,361.68	\$10,967.68	149.05 %
GROSS PROFIT	\$33,329.36	\$22,361.68	\$10,967.68	149.05 %
Expenses				
Administration Expenses				
Bank Service Charges		83.34	-83.34	
Board Expenses		0.00	0.00	
Insurance		300.00	-300.00	
Membership Dues		65.84	-65.84	
Office Supplies	23.94	75.00	-51.06	31.92 %
Phone	60.95	90.00	-29.05	67.72 %
Postage & PO Box	48.00	91.00	-43.00	52.75 %
Printing/Marketing Materials		133.34	-133.34	
Registration Fees		508.34	-508.34	

Colorado Chapter American Planning Association

Budget vs. Actuals: 2024 APA Colorado Budget - FY24 P&L

January - February, 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Software	129.60	2,824.00	-2,694.40	4.59 %
Tax Accounting		0.00	0.00	
Travel	177.97	0.00	177.97	
Total Administration Expenses	440.46	4,170.86	-3,730.40	10.56 %
Education Expenses				
Provider Fees		234.16	-234.16	
Scholarship		0.00	0.00	
Staff Development		20.84	-20.84	
Total Education Expenses		255.00	-255.00	
Event Expenses				
Area Representative Expenses				
Central Mountain Expenses		50.00	-50.00	
Denver Metro Expenses		50.00	-50.00	
North Central Expenses		50.00	-50.00	
Northwest Expenses		50.00	-50.00	
South Central Expenses		50.00	-50.00	
Southwest Expenses		50.00	-50.00	
Total Area Representative Expenses		300.00	-300.00	
Chapter Event Expenses				
NPC Reception		0.00	0.00	
Statewide Chapter Event Expenses		166.66	-166.66	
Total Chapter Event Expenses		166.66	-166.66	
Colorado Planning Conference				
AV WiFi App		0.00	0.00	
Food and Beverage	7,847.41	0.00	7,847.41	
Future Conference Expenses		0.00	0.00	
Marketing & Printing		0.00	0.00	
Mobile Tours	200.00	0.00	200.00	
Receptions		0.00	0.00	
Speakers Keynote		0.00	0.00	
Supplies		0.00	0.00	
Total Colorado Planning Conference	8,047.41	0.00	8,047.41	
Committee Event Expenses				
APAS Expenses		41.66	-41.66	
Awards Expenses		41.66	-41.66	
EDI Expenses		41.66	-41.66	
EPP Expenses		41.66	-41.66	
FAICP Advisory Expenses		41.66	-41.66	
Great Places Expenses		41.66	-41.66	
Healthy Communities Expenses		41.66	-41.66	
Legislative Expenses		41.66	-41.66	
Membership Expenses		41.66	-41.66	

Colorado Chapter American Planning Association

Budget vs. Actuals: 2024 APA Colorado Budget - FY24 P&L

January - February, 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
OCC Expenses		41.66	-41.66	
PDC Expenses		41.66	-41.66	
Sustainability Expenses		41.66	-41.66	
Youth in Planning Expenses		41.66	-41.66	
Total Committee Event Expenses		541.58	-541.58	
Transportation Symposium Expenses	-333.20		-333.20	
Total Event Expenses	7,714.21	1,008.24	6,705.97	765.12 %
Legislative Expenses				
Lobbying		1,200.00	-1,200.00	
Planners Day at the Capitol	595.25	500.00	95.25	119.05 %
Research Expenses		3,583.34	-3,583.34	
Total Legislative Expenses	595.25	5,283.34	-4,688.09	11.27 %
Member Services				
Alliance Groups		416.66	-416.66	
Awards		0.00	0.00	
Total Member Services		416.66	-416.66	
Payroll Expenses	4,214.96		4,214.96	
Admin Salary	4,221.26	8,000.00	-3,778.74	52.77 %
Payroll Taxes		750.00	-750.00	
Retirement		333.34	-333.34	
Workers Comp		41.66	-41.66	
Total Payroll Expenses	8,436.22	9,125.00	-688.78	92.45 %
Total Expenses	\$17,186.14	\$20,259.10	\$ -3,072.96	84.83 %
NET OPERATING INCOME	\$16,143.22	\$2,102.58	\$14,040.64	767.78 %
NET INCOME	\$16,143.22	\$2,102.58	\$14,040.64	767.78 %

APA Colorado APA Colorado Board Meeting Agenda Item

Board Meeting Date: 3/15/2024

Subject: Chapter Administrator Report

Board Member/Sponsor: Abbey Aguirre

Development Plan/Action Program Reference: (list or N/A)

Budget/Financial Implications: Yes No

Budget Line Item: _____

Amount Budgeted: _____

Amount Requested: _____

ACTION ITEM:

INFORMATIONAL ITEM:

Recommendation:

2024 CPC Update

Timeline:

- February 20, 2024 - Call for Sessions Open
- March 17, 2024 - Call for Sessions Closes
- March 17 to April 8, 2024 - Session Proposals Reviewed
- April 11, 2024 - Meet to review sessions (tentative)
- May - Sessions Awarded
- May - Session Times Assigned
- June - Preliminary Conference Program published
- June 15, 2024 - Early Bird Registration Opens
- July 15, 2024 - Early Bird Pricing Ends
- August 31, 2024 - Registration Closes

Mobile Tours / Local Host Committee:

- Wednesday Welcome Reception at Main Event
- Thursday Social at The Foundry + highlight other local businesses
- Mobile Tours - because the venue is smaller and limited to 450 attendees, the group decided to offer a higher number of mobile tours to accommodate as many registrants as possible. At least half will have free transportation provided, keeping the expenses to a minimum.
 - Loveland - Viestenz-Smith Mountain Park Flood Recovery Tour
 - Loveland - Mirasol Senior Community and St. Valentine's Supportive Housing Complex
 - Loveland - Benson Sculpture Park and Art in Public Places Tour

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- Loveland - High Plains Environmental Center (in Centerra)
- Greeley - Poudre River Regional Corridor
- Greeley - Hope Springs 3D Printed Home and Infrastructure Tour
- Fort Collins - River District Mobile Tour
- Fort Collins - Fort Collins Old Town Tour
- Fort Collins - Bike The Poudre
- Fort Collins - Plan Van Revival
- Larimer County - Code Compliance in Unincorporated Areas
- Larimer County - Northern Colorado Water Facility

Registration:

- June 15, 2024 - Early Bird Registration Opens
- July 15, 2024 - Early Bird Registration Closes
- August 31, 2024 - Registration Closes
- Updated prices are listed on the website

2024 NPC Conversation

What would we like to include at our table?

2026 CPC Location

Brainstorm and discuss potential locations for the conference in 2026. Abbey will then start working with contractor to get bids and options to present.

APA Colorado APA Colorado Board Meeting Agenda Item

Board Meeting Date: March 15, 2024

Subject: Membership Committee Activities

Board Member/Sponsor: Susan Wood, Membership Committee Chair

Development Plan/Action Program Reference: Serve our Members

Budget/Financial Implications: Yes No

Budget Line Item: _____

Amount Budgeted: _____

Amount Requested: _____

ACTION ITEM:

INFORMATIONAL ITEM:

Recommendation:

APA Colorado membership is important to the health and success of the APA Colorado, as well as APA National. This agenda item includes thoughts and ideas for discussion. Consider them with a lens toward the level of importance; degree of feasibility; and potential for yielding results.

Items for Discussion

- Importance of Members
 - Dues
 - Synergy; Excitement for planning; Fresh perspectives and ideas
 - Diversity of members (Background, skills, profession, perspective)
- Attracting/Retaining Members
 - What should be our focus?
 - Value to members
 - Other?
 - Ideas to enhance membership
 - Make members, especially new members, feel welcome
 - Welcome letters; invitation to participate in committees, other?
 - Celebrate member accomplishments (earning AICP, FAICP, Awards); Membership committee coordinate with other committees; other thoughts?
 - Provide tools and resources offered by APA Colorado and by National; a one-pager that can be distributed at

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- conferences (table at conference?) and other events; post on website
- Networking and/or education events; Coordinate/assist Area Reps
- o Ideas to attract members
 - Enhancing membership improves value to members, which can help with word-of-mouth invitations
 - Presentations at UCD, other planning programs; work with PDO on advising students of new member pricing and path to AICP program
 - Other?