

San Diego Chapter AEP Board Meeting

Date: June 3, 2009

Time: 5:30 p.m. to 7:30 p.m.

Location: PBS&J

Attendees: Diane Catalano (President), Monica Kling (Vice President of Programs), Mindy Fogg (Vice President of Membership), Cara Leone (Treasurer), and Dawna De Mars (Secretary).

1.0 Priority Items

2.0 Board Member Reports

2.1 Treasurer (Cara)

2.1.1 Correspondence (Mail)

-No scholarship applications received.

-Other mail received and passed out.

2.1.2 Account Balance (Handout)

- Checking: ~\$18,632.44. Savings: ~\$10,062.

-Our account is about \$1,000 down from last month.

-Confirmed with Board that corporate sponsors pay membership luncheon rates.

-We basically broke even on the luncheon.

-Invoice payments received- \$120.

-Deposit placed on the Marriot, but not charged to account yet.

-Subvention check received.

-Reports to be given at meetings include annual budget update and previous month cash flows.

-Would like to use free venues for workshops, but it is difficult to coordinate catering for two meals and other details.

2.2 Student Membership and Outreach Director (Diane for Julie)

2.2.1 Student Chapter updates

-David Cummings at Point Loma Nazarene wants to start a chapter.

-Professor Richardson at SDSU wants to provide Student Chapter manual and Student Board input

2.2.2 Student CEQA Workshop- Fall 2009

-October or November works

-One full day or two half days?

-We need to coordinate with Kent.

2.2.3 Other

-The Board notes that we have a lot of student events planned for the next year; manual, workshop, summit, panel discussion, ect. We need to make sure we also provide services for the professional members. Goal: get student chapter events to be more independent so we can be more balanced between student and professional events.

2.3 Vice-president of Programs (Monica)

2.3.1 June Luncheon

-RWQCB or Corps to speak on Wetlands.

-Date: 25th.

2.3.2 July Luncheon

-Ryan Waterman from Lathem and Watkins to speak on water supply.

-Date: 23rd.

2.3.3 Harbor Cruise

-Date: August 21st?

2.3.4 Other

-The Board would like to do a North County Luncheon. Maybe this could be Alan Haney's luncheon.

-WEC stated that our luncheon was to close to theirs and they would like us to include announcements for their luncheons in our emails. The Board has noted that the luncheons would be close together, but our VP of Programs had scheduling conflicts and it was necessary to have our luncheon on a different date than normal. We will include their luncheons in our emails when possible, but we will not send out emails only including their luncheon information as our focus is on AEP events.

-For May we raised the non-member prices and did less expensive food. It is noted that the free venue and coordinating our own food did cut expenses, but it was very difficult logistic-wise and labor intense for the Board. It is planned that we will get a hotel for the June luncheon (Sheraton or Hilton).

2.4 Vice-president of Membership (Mindy)

2.4.1 Memberships

-No deletions are shown on the membership list provided by the state.

-From May 1st to May 15th, there has been one renewal and three new members.

-Total members: 334.

-Lynn has indicated that membership updates will now be scheduled to arrive on the 15th and that she is putting together the database by July.

2.5 Newsletter Editor (Leslie)

-Leslie will be completing the newsletter next weekend. Therefore, please get her the information needed by then.

2.6 Chapter Director

2.6.1 Board Retreat- Ventura (July)

-Diane to attend if Marilyn cannot.

2.6.2 Board Summit

-Scheduled for August in San Diego.

-May want to get an AEP group together to go to a padres game.

3.0 Chapter Goals

3.1 Review Membership List to Build Volunteer Pool

3.2 Identify Upcoming Events Where Members are Needed

-Don't need volunteers for luncheons since Board members participate.

-August Event- we need a table (to be provided by Dawna), one to two volunteers to do check-in at 3:45 pm.

-Awards are covered.

-November Workshop- need 4 volunteers, including student volunteers. Possibly provide a free luncheon for volunteers.

-Holiday party requires 6 volunteers, two from each group participating.

3.3 Nominate State to Sponsor faculty Advisors' Memberships

4.0 Committee Reports

4.1 Awards

- Diane to email the call for nominations.
- Leslie to put out call for nominations in newsletter.
- Sponsorship levels established: \$1,000 for 10 people (Cabrillo); \$500 for 4 people (Balboa); and \$300 for two people (Mission).

4.2 Legislative Committee

- Update provided by Betty.
- Committee to meet once a month and to have more activity.
- Initial Study revisions- letter to be submitted with revision suggestions. Marilyn to discuss this at the next meeting.

4.3 Emeritus Committee

- No update.

5.0 Discussion Items

5.1 Marilyn Get well Card/Gift.

- The Board signed a card to send to her and decided to send her an edible arrangement.

5.2 Pop-up Backdrop for Events

- Cara to take over this task.

5.3 September Board Meeting Changed to 9/9/09

6.0 Message from the Board

- Monica has June.

The next chapter board meeting will be held on July 1st. All AEP members are welcome to attend! Please contact Dawna De Mars at (619) 462-1515 or dawnad@helixepi.com if you would like to attend.