



**Board of Directors Meeting Minutes
Phoenix Country Club
10:00 am – April 19, 2017**

Roll Call Determination of Quorum (6 members of the Board of Directors constitute a quorum)

Directors:

President Loretta Flick
President Elect Greg Smith
Secretary Rob Kidder
Treasurer Kristin Tytler
Delegate David Fabiano
Alternate Delegate Jennifer Adams

Chris Turner-Noteware
Donna Sullivan-Hancock
Amanda McGennis
Nancy Cole
Steve Orosz
Al Field

1. Call to Order (Loretta Flick)

Called to order at 10:02 am

2. Secretary Report (Rob Kidder)

a. Review and approval of previous meeting minutes

Loretta motioned, Chris seconded, all in favor

3. Treasurer's Report (Kristin Tytler)

a. Chapter Financial Report

Making .2% return right now. Greg talked to Wells Fargo advisors. Protect principal and then get as much return as possible. Financial advisor gave a couple of options: 1. Least aggressive (<6%) 2. Moderate growth (>7%). Greg proposes all \$ to the moderate growth. There is flexibility to take \$ out if the board needs to. Nancy asked how often we have touched the account. It was originally started for a future conference as a certificate of deposit. Al made a motion to accept Greg's proposal (finance committee). David F seconded that. Chris stated the finance committee needs to watch the accounts. Greg motioned the finance committee be allowed to make the decisions on the accounts. We will watch the account for a year and depending on the outcome possible roll into two accounts. A quarterly report should be presented to the board. Motion: finance committee take \$ from Wells Fargo to compass moderate growth and give finance committee to adjust allocations. Quarterly report to board. Motion by? Al seconded. All in favor. Greg suggested we take \$ from interest (over \$100,000) and put it to a strategic reserve for scholarships, habitat for humanity, etc. to promote the public works profession)

b. Budget Update

c. Investment Strategies

d. Price Reduction for YP Luncheon

Loretta does not have a problem with the price reduction for YP members (\$15). The issue is the website and the functionality of that. The easiest way is to register directly to shield. Greg motioned and AI seconded. All approved.

e. Approval to order APWA Coins for Speaker Gifts and other events

First responder coin used for speakers and other events (conference). Loretta got some price quotes. \$1,175 for 250 coins. His would come out of treasurer contingency. Motion by Nancy, Dave seconded. All in favor. Loretta will send the design to the Board to approve.

4. Chapter Manual (AI Field & Chris Turner-Noteware)

Tabled to next meeting

5. Top Ten Celebration (Dave Fabiano)

David Fabiano was selected!!! Maher will be presenting to Gilbert council Thursday May 4th. They will also proclaim it National Public Works Week.

6. PACE Award (Loretta)

Loretta has written the chapter summary number 1 and 2. Everyone please send Loretta anything you have. Loretta will send southern branch info to Nancy. Liaisons need to reach out to their committees to get information as well. Anyone who did a PW proclamation, please send this in as well.

7. Chapter Archive Processes

Sheila contacted National and they are putting together a process/guideline (should be ready in 2 months). She has her own information and will compare to what National sends.

8. State Conference

a. Update

Christy Sipos presented. Key note speaker has been booked to kick off the conference. 4 tracks this year (still being finalized). Luau for fun night. Municipal Friday- some municipalities will give formal presentations and then break out into tables. About 1/2 booths are sold. Now that Roads and Streets is done; the committee will focus on sponsorships and booths.

b. PW Invites to Conference

Loretta proved a draft of an email invite (Chris will edit). The Board will send out to PW employees.

9. Branch and Committee Reports

a. PWI #2 Rescheduled (Wendy Springborn)

Being postponed from April to June (need more speakers)

10. Other Items as Appropriate

National Awards: none of our submittals won this year.

Communications: Sandy (co-chair) - highlighting a committee in each newsletter (YP first). They will also announce future luncheons. They are doing well on information for future newsletters. Loretta commended the committee for a job well done.

Education: Dick said PWI needs more speakers - this will be announced at lunch. Wendy will get a list of the slots needed.

YP: YP held an event at the City of Phoenix (about 20 people in attendance). A survey was completed and 90% said they would attend another event. Corey would like to have events like this every couple of months. Gilbert said they would host in the fall

Sustainability: still needs more members (will announce at luncheon) Working on a plan for the committee moving forward.

Diversity committee: the committee went to ASU to present to the senior design classes. They got positive feedback. They will be doing another outreach event in June. Loretta asked them to send an update of all that was done last year.

Events: joint mixer May 11th at Pedalhous (joint mixer with other associations). A flyer will be on the tables

Programs: AZBEX will be back in May. June is Susan Duncan to discuss ADA guidelines and issues as it relates to Public a Works. July panel discussion - west valley engineers or economic development. September joint SMPS meeting.

AUCC: next meeting is June 6th. 9:30 at AZ811 center. They invited Loretta to attend. Al is going to be chair of the National committee starting in June.

11. Luncheon Announcements

12. Adjourn

Motion to adjourn by Chris, seconded by David. All in favor.