

Meeting Minutes
EXECUTIVE COMMITTEE MEETING

AMERICAN PUBLIC WORKS ASSOCIATION
ARIZONA CHAPTER

October 17, 2012

Phoenix Country Club, 10:30 a.m.

I. CALL TO ORDER 10:50 am

II. Roll Call:

Present:

Patrice Miller	Jennifer Adams	Bill Mattingly
John Hauskins	Jeremy Dye	Charles Griffith
Rebecca Timmer	Maher Hazine	Al Field
Glenn Compton	Ginger Lundy	Loretta Flick

III. Review and adopt meeting minutes from prior meeting – *Secretary*

- Move to Approve: Maher Hazine, Approved: All

IV. Chapter Financial Report – Treasurer

- Jeremy Dye discussed the reconciliation of the State Conference costs and the allocation of costs and revenues between AZAPWA and SWANA.
- There was discussion of a prior Conference Committee meeting which included SWANA.
- Move to Approve: Jennifer Adams, Second John Hauskins, Approved: All

V. Current Business Items:

A. Delegate Report

- Maher Hazine indicated that APWA President Elizabeth Treadway would attend the March 2013 Delegates meeting.

B. Reappointment of Delegate, 3 year term.

- This was deferred to next meeting.
- Move to Approve: John Hauskins, Approved: All

VI. 2013 Executive Committee

- The Board reviewed the election results (attached hereto).

VII. 2013 Budget

- A deadline will be sent to the Committees and Branches for a date to submit draft budgets.

VIII. 2013 Sponsorships and Calendar

- There is a need to review the budget and determine who will be working to put it together.

IX. Holiday Party

- The Holiday Party will be held and the Phoenix Country Club and be more causal than last year.

X. February 2013 Leadership Training

- There was a discussion about who to sponsor for the Leadership Training. This was to be discussed further in the context of the budget.

XI. Executive Committee New Member Recruitment

- Pat Miller reminded the Executive Committee of her challenge to recruit three new member each.

XII. Committee/Branch Reports

1. Education

- Maher Hazine will participate in a 7- member national task force to review the Public Works Institute.
- This will be done during Elizabeth Treadway's term of office and will include a review of guidelines and credentialing for graduates.
- John Hauskins plans to encourage staff participation in the Public Works Institute memberships at MCDOT.

2. Communications

3. Newsletter

4. Chapter Delegate (Maher Hazine) will select items from the Regional Newsletter for potential inclusion in the Chapter newsletter. These will be sent to the Communications Committee which will condense longer articles. These will be sent to the Chapter Administrator for the newsletter.

5. The Communications Committee will provide copies of the newsletters for the luncheons to improve circulation.

Other Reports provided by Rebecca Timmer

NAB Report – Rebecca Timmer, Board NAB Liaison:

Norm Davis, Town of Prescott Valley and NAB Chair has been invited to submit a member spotlight.

The Prescott Valley Group of NAB will be meeting on Nov. 13 for the bi-monthly luncheon program. The speaker will be Dr. Kenneth Sullivan, ASU School of Sustainable Engineering and the Built Environment. The topic will be “Best Value Procurement Program”

Rebecca will work with Norm Davis and the rest of the NAB Board to determine the Branch's 2013 slate of officers.

SAB Report - Sue McDermott, Board SAB Liaison:

Sue reached out to the Branch for a Branch update and didn't receive a reply.

Sue is unable to attend the Branch's program next week. She checked with her backups, Melissa Serven and Al Fields and neither of them are able to attend. Jeremy Dye offered to attend and will be calling Sue to discuss SAB Liaison outreach help.

Membership Committee – Kelly Lenhart, Co-Chair:

Jennifer announced that Brad Patterson, APWA National will be meeting with our Chapter on Nov. 6 from 9 am to 3 pm at Dibble Engineering's office to discuss membership retention and recruitment ideas. The Membership Committee and Board of Directors are invited to attend (all or part of the meeting). Kelly will forward the meeting's agenda to the Membership Committee and Board once she receives it from Brad.

VII. Next Board Meeting – November 14th, Phoenix Country Club

IX. ADJOURNMENT 11:45 am

- Move to Approve: Bill Mattingly, Second Jennifer Adams, Approved: All