



# ACTION MINUTES

## APA California Board Meeting

Virtual Meeting Via Zoom

December 18, 2020

3:00 pm – 5:00 pm

### ATTENDEES:

#### EXECUTIVE BOARD

President	Julia Lave Johnston
President Elect	Ashley Atkinson
VP, Administration	Derek Wong, AICP
VP, Conferences	Hanson Hom, AICP
VP, Conferences Elect	Bob Lagomarsino, AICP
VP, Diversity and Equity	Miroo Desai
VP, Marketing and Membership	Marc Yeber, ASLA
VP, Policy and Legislation	Eric Phillips
VP, Professional Development Elect	Stephanie Roxas
VP, Public Information	Ellie Fiori, AICP
California Planning Foundation President	Juan Borrelli, AICP
Student Representative	Elizabeth Owen

#### SECTION DIRECTORS

Central	Jennifer Clark
Central Coast	Rachel Raynor
Inland Empire Section Director Elect	Christine Saunders
Los Angeles	Tony Mendoza
Northern	Jonathan Schuppert
Sacramento Valley	Tracey Ferguson
San Diego	Nancy Graham, AICP
San Diego Section Director Elect	Tara Lake

#### APPOINTED AND NATIONAL MEMBERS

Board Representative, Region 6	Kristen Asp, AICP
Distance Education Director	Greg Konar, AICP
FAICP Coordinator (Incoming)	Rob Olshansky, FAICP
National Policy and Legislative Representative	Nicholas Maricich, AICP
Northern Chapter Awards Coordinator (Incoming)	Susie Kuo
Northern Chapter Historian	Larry Mintier, FAICP
University Liaison South	Mirle Rabinowitz Bussell
YEP Coordinator (Incoming)	Annapurna Singh

#### STAFF

Stefan/George – Executive Director/Lobbyist	Sande George
Stefan/George – Administrative Director/Lobbyist	Lauren De Valencia

## ACTION ITEMS FROM THE BOARD MEETING

### I. CALL TO ORDER

President Julia Lave Johnston called the meeting to order on Friday, December 18, 2020 at 3 pm.

### II. APPROVAL OF CONSENT ITEMS

The Board moved, seconded and passed to approve the consent items: 2021 Appointed Board Members, Chapter Bylaws Update, Section Bylaws Template and the November Financial Report. *Unanimous vote.*

### III. ACTION ITEMS

2021 Final Draft Budget Approval: Derek Wong provided the Board with a detailed review of the final draft of the 2021 Chapter budget, which was first presented to the Board for discussion in October. Typically, a draft budget is presented at the September/October Board meeting every year for approval by the Board with updates made in January after final year income and expenses are finalized. However, given the uncertainty of both the virtual conference profits and the subvention check amounts in September due to COVID-19 impacts, the draft budget was put on hold until the final profit numbers from the 2020 conference and the third quarter subvention check, the Chapter's two largest income sources, were known. VP's were also asked to review their current budget line items and let Sande George and Derek know if there would be any budget changes or new projects under their portfolios that would require funding in 2021. Derek and Sande then worked with the Chapter's bookkeeper, Laura Dee, to prepare the final draft presented for approval to the Board today.

Julia Lave Johnston and Ashley Atkinson let the Board know that they have been spending time going through each of the Chapter contractors' Scope of Services to make changes and updates as needed. Contracts for the contractors are also being reviewed at this time and there may be changes made to the final draft budget at the January Board Meeting to reflect contract negotiations. While discussions are ongoing with most Chapter contractors related to their Scope of Services and contract, the Board was provided an opportunity to review the Scopes of Service for both the Executive Director and the Chapter Lobbyist, which have both been finalized.

The Board moved, seconded and passed to approve the final draft of the 2021 Chapter Budget. The final draft will be brought back to the Board in January for final approval. *Unanimous vote.*

#### Other Items Discussed on the Agenda

1. Legislative Review Team Member Criteria
2. Board and Section Demographics Survey
3. Updates from Working Groups
4. 2021 Conference Themes and Tracks
5. Planners' Memorial Program
6. January Board Meeting/Retreat Update and 2021 Meetings Schedule

### IV. ADJOURNMENT

The Board Meeting was adjourned at 5 pm.