



MEETING MINUTES

Elected Officers					
President*	Doug McDonald	CC	Secretary*	Christina Sebastian	CC
President Elect*	Chance Sparks	CC	Past President*	Kim Mickelson	
Treasurer*/Conference Coordinator	Angela Martinez	CC	TML Rep*/TML Affiliate	Christopher Looney	
Section Directors					
Central	Shannon Mattingly		Northwest	AJ Fawver	
East/Communications Tech	Kyle Kingma	CC	Southwest	Rebecca Pacini	
Houston/Sections Rep*	Gary Mitchell	CC	Southmost	Xavier Cervantes	
Midwest	Tamara Cook		West	Fred Lopez	
North Central	Steven Duong				
Standing Committee Chairs					
PDO*	Richard Luedke	CC	Government Relations	Kelly Porter	
PODO	Ann Bagley		Advocacy Network Liaison	Craig Farmer	
EPL	Monica Rainey		University Rep	Ivonne Audirac	
Planning Awards	Claire Hempel		Student Rep	Kelsey Poole	
Other Members					
Communications Manager	Heather Nick		CM Officer	Barbara Holly	
Chapter Historian	David Gattis		Executive Administrator	Mike McAnelly	CC
APA Director Region 3	Wendy Shabay				
Other Attendees					

X present in person

CC present via conference call

* Members of the Chapter Executive Committee include the Chapter President, President-Elect, Immediate Past President, Secretary, Treasurer, TML representative, Conference Coordinator, Professional Development Officer and Representative of Section Directors as selected by the Section Directors

Call to Order and Roll Call: *Doug McDonald, AICP*

Chapter President Doug McDonald called the meeting to order at 1:32 pm.

A. Discussion of options for taking payments online

Mike McAnelly reported that we currently have a Business Merchant account with Chase Bank and use Paymentech, which has monthly and annual fees to take payments in person or over the phone. Kyle Kingma went over options for online payments. Discussion ensued, including concerns that some cities are not comfortable using Paypal. Doug confirmed if we want to take online payments for awards even with the extra costs and the Executive Committee said they did. Suggestion was to test a trial with Paypal this year, and let cities call into Mike if they cannot use it. It was determined to not increase any fees to absorb the cost at this time, but that we should discuss fees for job postings at next Board meeting.

Doug McDonald then discussed if the National Conference Reserve funds are a reserve in case we lose attendance at state conferences due to National conference being in Houston, or if the fund is also for costs for NPC20. Comments were made that people thought it was just a reserve, but we'd need to clarify with minutes of previous meetings. The Executive Committee agreed that if we do use it for NPC20 costs, we need to establish a budget.

Doug asked if we are okay with Angela and Mike finding a way to pay for promotional items to be handed out at NPC19 and the Executive Committee concurred.

B. Adjourn

Doug McDonald adjourned the Board meeting at 2:18 pm.