



# Southwest Section Executive Board Meeting

## Board Meeting Minutes

March 25, 2022

9:30 a.m. CDT

Virtual MS Teams

**Christopher J. Looney, AICP**  
Director

**Chanary Gould**  
Director-Elect

**Devin E. Simpson, PE**  
Treasurer

**Michael Taylor**  
Secretary

**Gregory Reininger**  
Communications Coordinator

**Brandon Melland**  
Professional Development Officer

**John Osten, AICP**  
Immediate Past Director

**Vacant**  
Student Representative

- 1) **Call to Order**
- 2) **Treasurer's Report**
  - \$5283 account balance
  - Transition update
    - Devin now authorized user on account and debit card has been mailed. Devin also has petty cash and check book. Mike M. is still working on hotel reimbursement for Richard Luedke.
    - Action Items: Devin to follow-up with Jana on budget
- 3) **Webpage**
  - Action Items: Greg to continue working on website updates. Greg has log-in info for Go To Webinar.
- 4) **Student Representative**
  - Chanary left message for URP department but has not heard back. Brandon to reach out as well.
  - Action Items: Everyone to brainstorm potential candidates for Emerging Planning Leader Representative
- 5) **Lunch 'n' Learn Approach**
  - Each lunch 'n' learn over the 2-year term will feature a different city in the section. City staff will be invited to present on a current major topic/ issue and lessons learned.
  - Action Items: Brandon to circulate list of cities that could be invited to participate
- 6) **April Lunch 'n' Learns**
  - April 8, 2022 – Scott Wayman (Live Oak)
    - Postponed to Apr 22
  - April 22, 2022 – TBD
    - Scott Wayman (Live Oak) to present on Land Use, Planning & Economic Development at 12pm on Fri, Apr 22
    - Action Items: Brandon to coordinate and work with Greg on marketing collateral
- 7) **Recent Chapter Board meeting**
  - Board packet includes updates on all sections so reviewing is good

way to stay up to date on section activities

- 8) **National Conference**
  - Chanary and Chris to attend virtually
- 9) **Bylaws**
  - Officers, Elections, Vacancies
    - Action Items: Chris to provide language to address situation when no one runs for individual office. Brandon to provide language highlighting section's role providing TA and other support to cities within section.
- 10) **Recognize '20-'21 Section Officers**
  - Various recognition options discussed.
  - Action Items: Michael to provide water bottle options.
- 11) **Annual Mini-Conference**
  - Dec is target date for mini conference. Rebecca Pacini may be able to assist.
  - Action Items: Establish committee of members to work on logistics and topics
- 12) **Other Business**
  - None
- 13) **Next Board Meeting**
  - Thu, Apr 21 at 1 pm
- 14) **Approval of February 25, 2022 Meeting Minutes**
  - Motion: Michael made a motion to approve the minutes from February 25, 2022. Chanary seconded. All voted in favor and the motion passed.
- 15) **Adjourn**
  - Adjourned at 10:29 am