



**ASSOCIATION OF ENVIRONMENTAL PROFESSIONALS
MONTEREY BAY-SILICON VALLEY CHAPTER
BOARD OF DIRECTORS**
mb.califaep.org

**BOARD MEETING MINUTES
May 21, 2019, 12:00PM – 3:00PM
Conference Call**

I. ROLL CALL

Members present: Mike Coleman, Erin Harwayne, Mike Novo, Stuart Poulter, Megan Jones, Ashley Quackenbush, Kate Giberson, Nick Mascarello, Elise Latedjou-Durand, Emma Rawnsley

Members absent: Kellie Morgantini

II. APPROVAL OF MINUTES

The board voted 10-0 to approve the minutes of the February 2, 2019. **Ashley (motion); Mike N. (second)**

III. REPORTS AND DISCUSSION ITEMS

- a. Programs – Erin (moved up due to Mike C. being late to meeting)
 - 1) Now that conference over, would like to plan mixers/events for summer and fall
 - 2) Planning mixer for Monterey area for summer
- b. Membership – Emma
 - 1) As of end of April – 117 members
 - i. Up from 101 at this point last year
 - ii. Breakdown: 75 full members; 11 students; 21 young professionals; 22 agencies; 5 corporate
 - iii. May be result of conference
 - 2) Continuing to reach out to expired memberships to remind to renew
- c. Finances – Mike N.
 - 1) Bump in new members good for finances and led to good quarter
 - 2) However, \$12K reduction in total budget (likely due to conference event sponsorships)
 - 3) Conference check from state still coming
- d. Administrative/Organization – Stuart

- 1) Staying on top of meeting minutes, posting to website, and available to help out in other areas
 - 2) Will help Ashley put together agenda for Board Retreat
- e. State Board Actions – Mike C.
- 1) State Board meeting coming up AEP Institute in Burbank (June 28)
 - 2) Highlights from last state board meeting at conference
 - i. Hired new consultant – Robin McNulty
 1. Will help assist in membership outreach
 - ii. \$1 million in state assets
 - 3) State Chapter Directors call
 - i. New software package being tested (Member Leap) for statewide website
 1. L.A. Chapter – test module
 2. Will get status update at next State Board meeting
 - 4) AEP Institute (end of June) – topic: Fire Resiliency – ties into new CEQA checklist section
 - 5) November – preview trip to 2020 conference venue (Tenaya Lodge)
- f. Legislative Update – Mike N.
- 1) Legislative Committee actively following legislation regarding agriculture, exemptions for urban housing
 - i. Don't support or oppose particular pieces of legislation as much as try to make the legislation work better
 - 2) Tribal consultation is a hot topic
- g. Workshops/Conference – Megan
- 1) NEPA workshop – being hosted by San Francisco chapter in August
 - 2) CEQA workshop – next one in October
 - 3) Conference summary/overview – very successful/exceeded all expectations
 - i. Chapter made between \$22-24K from conference
 - ii. Conference Committee Thank You Party – tonight in Monterey
- h. Student Coordination – Nick
- 1) Chapter scholarship update – three applications chosen as recipients of scholarships (one from Stanford, Santa Clara, and San Jose State)

- 2) Hope to engage scholarship winners as anchor points at respective schools and to start new chapters
 - 3) SJSU event held on urban resiliency and sea level rise
 - 4) Scholarship winners – send contact info to Mike C. – would like to gauge interest in volunteers/interns
 - 5) Nick graduating and will be travelling till mid-July
- i. Member-at-large – Kate
 - 1) Planning July networking even in Santa Cruz (see below under IV.d.)
 - j. Chapter Operations/Communications – Ashley
 - 1) Will update website
 - 2) Post scholarship winners on website/send out to chapter via e-mail
 - 3) Megan – should we have event to hand out scholarships – maybe at mixer? Could provide networking opportunity

IV. DISCUSSION ITEMS

- a. AEP promo video – Emma
 - i. Looking for feedback on new promo video created as part of conference
 - ii. Need feedback by end of May (to be posted on AEP state website in June)
- b. Student Chapter @ UC Santa Cruz – Mike C.
 - i. Contacted by professor at UC Santa Cruz – linked up with student interested in setting up chapter at UC Santa Cruz
 - ii. Was approached at conference by many potential volunteers/future board members
 - iii. Nick – to get in touch with student to get them resources to start a new chapter
 1. SCU scholarship winner also interested in starting a chapter
- c. Board Retreat – Ashley
 - i. Planning for mid-July to early August
 1. Going to send Doodle poll to gauge availability
 2. Hoping to get ideas for activities
 3. Should invite others who are interested in becoming involved with chapter
- d. Follow-up discussion on Programs/Events
 - i. Kate – would like to set-up a summer networking happy hour in Santa Cruz – will send out invitation

- ii. Mike N. – Pinnacles Hike overview
 - 1. Need help rethinking how to get more involvement
 - 2. Maybe another location/place to hike?
 - a. Fall hike in Big Sur?

V. ACTION ITEMS FOR NEXT MEETING

- a. **Kate to get update on status of Santa Cruz Community Foundation collaboration with potential scholarship donor**
- b. **All – get feedback to Emma for AEP promo video**
- c. **Ashley – update website and send e-mail to announce winners of chapter scholarship**
- d. **Nick to get in touch with UC Santa Cruz student to get them resources to start new chapter**

VI. NEXT MEETING DATE

- a. Board Retreat (July or August)
- b. Next conference call (September or October)