



Executive Committee Minutes – FINAL

TO: APA Washington Executive Committee
FROM: Heather Wright, Secretary
DATE: February 28, 2024 (Minutes Drafted)
RE: Minutes of February 13, 2024 Meeting | via ZOOM

NOON – WELCOME & CALL TO ORDER

President Chad Eiken, AICP called the meeting to order at 12:02.

IN ATTENDANCE

- Board of Directors:

Chad Eiken, AICP – President Elect
Yorik Stevens-Wajda, Past President Elect
Judith Perez, AICP – Vice President
Heather Wright - Secretary
Nicholas Matz, AICP – Treasurer

- Sections:

Brad Medrud, South Section President
Manuel Soto, President, Puget Sound – absent
Amy Hilland, President, Inland Empire
Brad Johnson, President NW Section – absent
Larry Harala, Peninsula Section President
Claire Lust, Southwest Section

- Special Guests:

Pam Sefrino, SBI Association Executive
Emil King, City of Bellevue, Conference Committee
Nancy Eklund, Conference Committee

CHAPTER BUDGET SITUATION AND ACTION NEEDED (NICHOLAS)

- Chad introduced, turned over to Nicholas with the goal to present at March board meeting.
- Historic lows in checking and savings account due to the conference.
- Presented ten budget shifts and impacts for the groups consideration.
- Comments: Brad Medrud and Brad Johnson spoke to the role of membership dues. Incremental impact on dues and as we get back 90%. Idea is to grow membership. Inquired if we could change the dues? Nicholas to follow up on that. Brad asked about the conference being a source of revenue. A subsection of the membership goes to the conference and the two should remain separate because it seems inequitable. Larry suggested we consider a shared lobbyist. Most attending the conference on per-diem so most come with a budget for food. Maybe we could move away from providing food. Nancy spoke to sections not using their budget. Conference fee will increase this next year. Tracks expanded last year and

there was a financial increase for this plus the additional rooms. Chapter can set their own dues. Encourage planning directors to sign up their planning commission. Scholarships hate to decrease. Yorik thinks the conference and rest of budget are two separate things and that we have a balanced budget that can make the conference at least revenue neutral. Nicholas affirmed that 2/3rd revenue from the conference and 1/3rd from other sources. Nicholas states that the problem is that we don't have the money currently to pay for the other expenses. Bills are due each month and we only get paid quarterly. Yorik emphasized that the conference caused the deficit. Nicholas focusing on reducing unnecessary spending and isolating the conference so it pays for itself. Chad invited Steve Butler and Nicholas to recap the scholarship fund. Steve spoke on the history of scholarship fund usage. Yorik spoke to the budget proposals and suggested we keep the lobbyist. The Legislative committee is most active on the day to day and producing articles and concerned they couldn't do the work without the lobbyist. Chad affirmed that he reached out to the full board in March. Nicholas stated that Every section has money through SBI and should be under the SBI. APA gives quarterly disbursements and suggests stop sending it until it is spent to catch our breath. Columbia, Peninsula and South Sound under SBI. Amy spoke about aligning their bank accounts. Judith clarified that under the current SBI contract we cannot bring in the rest of the sections to be managed by the SBI.

ANNOUNCING NEW SPONSORSHIP COMMITTEE CHAIR (CHAD)

- Chad announced that Ria Debnat has volunteered to be the committee chair.

SECTION SPECIAL ELECTIONS UPDATE (JUDITH)

- Postponed until after Conference. Inland and South Sound had special elections and the board is full. Quite a few positions will be vacated in October 31,2024.
- If you must hold Elections, recruit early and will get everyone on the same election cycle going forward. Columbia, Northwest, Puget Sound and Peninsula up for elections. Nancy reminded that the section bylaws provide the election process that we are beholden to.

BELLEVUE CONFERENCE PROGRESS UPDATE (EMIL and NANCY)

- Emil and Nancy gave an overview on logistics, committee and potential themes, prospectus and budget. Researching keynote speakers, monitoring budget and considering a joint budget with Oregon in 2025. Chad will add to next discussion.

OTHER OFFICER UPDATES (ALL)

- Claire Lust reported they are having a social this Thursday and a webinar/lunch/learn.
- Larry Harala is looking at bylaws and will host an online forum in April/May.
- Nancy wants to coordinate with other sections on CM credits.
- Chad will set up training for new board members in the next month on what it means to be a CM, ethical boundaries.
- SBI Account Executive Updates (Pam) Not discussed.
- Future Agenda Topics (All) Not discussed.

Meeting Adjourned: 1:01