



APA-WI 2019 Quarterly Meeting Minutes

Friday, September 13, 2019, 9:30 AM

MSA, 1702 Pankratz St., Madison

Remote access: Skype, or (608) 355-8999; ID: 957216

9:30-9:50

1. Roll Call: At 9:42 the meeting called to order. In attendance were: Allen Davis, Nancy Frank, Linda Stoll, Josh Clements, Ben Zellers, George Dearborn, Jason Valerius, Deb Nemeth, Kristan Sanchez, Sandy Scherer, Rebecca Roberts, and Hannah Mulroy (recording)

9:50-10:50

2. Approval of the agenda
 - a. Nancy would like to add under education and networking an update on the joint workshop with IL, and was added for discussion under subsection 7(a) diversity, equity, and inclusion training.
3. Approval of the Minutes of the June 7 meeting*
 - a. There was no list of attendees so Hannah checked on attendance and will add attendees to June minutes uploaded to Google Docs. Ben had a question on #3 where it states Sandy's name should be added, Sandy says her name is already there so not sure what this is referencing. A typographical error #3 regarding the budget item being filed incorrectly under membership was addressed. Ben also corrected a typographical error under #11. Motion to approve by Ben and seconded by Nancy. All voted to approve the minutes as revised, and the motion carried.
4. Treasurer's Report and Approval*
 - a. Report of Year-to-date income and expenses
 George says this is the budget/expenditures at the end of August, is \$88,052.02, money beginning to come in from the conference. Haven't seen registration, sponsorship of \$11,800. Nothing else major for revenues. Expenditures, same story, conference down payments. Next month we'll see more expenditures based on more conference expenses. Jason, does asked if CPC meeting (Chapter Presidents Council) expenses are included? George, not yet. 2-3 more checks. \$5,000 budget for president to go to annual conference. Jason says using funds for attendance at the legislative conference does not require board action, can delegate to other board member. George says local bank is providing challenges, issues with getting credit card, may propose in the future to switch to move to more regional bank. Linda says there have been issues in the past, so may not work for what we need. George recommends maybe Associated Bank. Jason says he recommended to George that he do some research and make a proposal. Linda says she discussed it with Cassandra. Deb asked if

*Asterisk items have corresponding materials in Google Drive:
 Agendas>2019>June Meeting



we'll have a credit card for conference, George says he has been having issues, only debit card for conference.

Jason has suggestion on quarterly statements, first line is labeled as "remainder" meaning carried over from previous year, that should just stay what it is, but the balance should be elsewhere. George says he'll work on it. No more questions. Motion by Linda, Seconded by Allen. Ben abstained; rest voted to approve.

- b. Allen wants to give update on Community Foundation (CF), general terms, the fund has grown from \$100,000 to \$170,000. The fund should be close to \$200,000 by end of year if they track the S&P 500. They increased what's available for scholarship, from \$4,400 to \$6,800. Jason asked if they're averaging over the quarters and they are. Allen says they hold at 4.25%. Jason said there was a brief discussion if there should be another home for the funds, but Allen says he hasn't looked into it. He's happy to see that's increased from \$150,000 to \$200,000 over the last 4 years, performance has been ok so it might not be worth the work. Good report overall. The schools now have \$6,800 for scholarships. Nancy says we need some official communication, and asked if it should come from the CF? The school departments need the most up to date information. CF sent Jason a letter, we can forward it to schools. Jason says what we're missing is any direct role for the Board is involvement in the scholarships, we should recognize them at conference. To be discussed further under awards agenda item. CF keeps track of recipients. Surprised to see 3-4 individuals deny the award, Nancy says they either go to different school or not to go. Allen says that sometimes the awards don't get awarded then. Nancy says they haven't given it to another student in the past.

Reports

5. Advocacy – VP Policy and Advocacy
 - a. Update – Drew has a couple of updates. A couple pieces of legislation: Statewide standards for electric scooters and small-cellular, dark store loophole, and restoring eminent domain rights for sidewalks/trails. Legislature tucked preemption of quarries into legislation but was vetoed by governor. Most interesting pieces are about housing, and affordability/accessibility of housing. Kurt Paulson released report, very interesting. Drew reached out to Kurt via email, said we'd like to be involved in working on issues and advancing legislation with realtors and league. Kristan asked where Kurt came from, Drew said he is a UW professor, realtor's association asked him to draft report, briefed them last week and will provide another update soon. Jason says Scott Allen, R-Waukesha, holding a hearing on Oct 23rd at capital on housing and asked if we can promote to our membership that this is happening, asked if the hearing had predesignated speakers, and stated the idea of abolishing SFD zoning has been getting a lot of



attention, Republican are even getting behind it. Nancy says we should educate them on that the elected officials are deciding on zoning, not planners. Drew says he is concerned about assaults on local control and state level preemptions of local control on housing types, Jason said state preemption of local control happened in Oregon. Allen asked if we should put together something on the October 23rd hearing. Jason asked if he or Drew should seek to make comments on behalf of APA. Drew will look at legislative priorities, maybe speak to already adopted policies. Allen says we have enough time to plan for it. Drew says other update, at the conference we are doing a 3-state panel, from WI, MN and Iowa, to talk about what we're doing. Nancy asked how we get through preempt and do it through local control and if there is value to bringing back smart growth dividend to pay local communities who adhered to smart growth principals, diverse/compact housing options. Drew says Elizabeth Warren is promoting CDBG funding to inclusionary zoning. This approach has more merit than "one size fits all" Drew asked if WHEDA tax credit has local government chip in substantial finance/tax credits? Ben says Madison has been successful for this reason. Drew says smaller cities can't afford \$15,000 a unit.

6. Education/networking – VP Professional Development

a. Continuing Maintenance Credits

Nancy keeps putting programs up there, if AICP member is interested, we put it on our website. Makes us look active, just partners no bureaucracy getting in the way of partnership. This weekend this is a SE district event, bike tour. AICP made it so much easier to allow for AICP credits, multiple people can have rights to do it, approval is faster. cursory review by them and nothing we have offered has gotten bumped. Linda says they changed the policy, because we had no issues with our previous submittals, we got "gold star" so we don't get reviewed at all, which is why 100% get approve for credit, approval stops at us. If the board has approved them as a quality partner, only come to board if someone new is requesting partnership, at least executive committee must give their blessing. Linda says there's more issues with events from private industry or NGOs, the Board would have to agree to partner with them. Linda says the one issue is someone looking at the agenda, Nancy is doing that. We used to get approached by for profit entities. Jason says lately if Nancy thinks it's good, we do it, if Nancy isn't sure she goes to him, and he approves it. Jason asked do we want it to go to board or exec committee. Linda says for quick turnaround at most it should go to the executive committee. Nancy says she can go to executive committee is needed and load it into system while waiting for approval.



- b. Planning Official Development Officer (PODO)
Becky – Busy fall with 5 planned commission workshops (Platteville, Kenosha, etc.) trying to get lower side of lake Winnebago, if we know of any communities who want to do something this winter let Becky know. Something else is mini survey series, trying to document current Best Practices in WI, thinking of starting with what communities are doing with CUPs. If communities haven't heard they need to review their regs, if they have, how is that going? How much time, money resources are you putting into? Put together fact sheet to distribute statewide. Hot button topics, workforce housing, equity/diversity issues, what are planners doing around the state. Ben asked if the availability of Plan Commission workshops known by planners. Could be useful for smaller communities. Becky says they're all based on requests to hold training. Ben says we should communicate this to members so they know they can ask for training. Becky says she sends notes to Nancy to distribute it statewide for scheduled workshops. Becky asked if the board is ok with her using the APA-WI mailing list to distribute survey and said she may use WCCA list for other subjects. Nancy says APA-WI email is appropriate. Becky says please send any other topics we'd like to explore her way.
- c. District activities
Ben – Thursday, sept 19th, 4:30 sun Prairie, there will be a presentation of 5g small cell new state laws by an attorney tailored to officials and planners, 18-20 RSVPs, hopes for good turnout. Ideas for events, tour of Garver development, near eastside, because they have an application in front of city to change plan, not great time to have city official to ask for something from them. Monroe street redevelopment, new street public space, nothing should be too close to Sun Prairie event or conference.
Allen – Green Bay has new planning office, speakers were City of GB for neighborhood revitalization plans, professor of statistics (Tim Hess) from UW go through TIF and historic tax credits and how they affect private developers, went to copper brewing, 20-25 people attended. Ashwaubenon, what's going on with Title Town, what else is going on? Brian Ohm will be up to talk about latest legal, staff reports (dos and don'ts) will schedule in October meeting in Sheboygan with combination of environmental project on Root River, historic redevelopment. Nancy says impressive list and would like staff report presentation for more people. Forest working on story for upcoming newsletter, discovered no GB planners are members of WI-APA, Linda says staff came and left and no staff has rejoined. Allen says he'll bug them if needed. Linda asked if anyone from Bay Lakes, Allen says couple joined state, they always send someone to events.
- SE – Rep isn't here. Sandy asked if Bike tour was advertised, Nancy says will be on Monday or Tuesday. Meeting place is



SARUP, Nancy sent it to alumni association and asked where it is, they said they'll have info coming out early next week. Jason said nothing else to report from SE or NW.

d. Student activities

No students here, Jason got one of the students plugged in, Madison student, can't remember his name. Nancy says Joe, Forest, Corey are officers in MKE. They're not connected with Jason; Nancy will do that. Jason says outgoing officer didn't respond to who is replacing her. Nancy says one of them will contact Jason.

e. Outreach to Undergrad faculty (N. Frank, per Action Plan 2.f)

Nancy doesn't exactly remember what 2.f is, but likely entails something Forest can do, unless we want a board member to do it. How can we move it forward by having Forest do it and her have oversight? Talk to undergrad faculty, what degrees/certificate/minors are available, and free student membership and anything else in 2.f. Ben fills in what 2.f is, Nancy says she needs to add equity piece. Jason says if Forest is touchpoint if he could be in contact with Jason and Nancy, Nancy says she'll set up a call rather than an email. He will be doing on behalf of APA-WI at our request.

f. Conference Coordinator

i. 2019 Conference preparation

Deb wants to thank Nancy for Forest. Conference preparations are moving along at good pace, Jason's 5 reasons to attend caused a surge of registrations, hoping mobile app will pan out but has paper program ready if not. Jason says Tom Coleman-WSP is working on it, just waiting for the go ahead. Last year we offered as part of their sponsorship the opportunity to speak to whole conference, but they didn't do it. Jason may plug someone in for a few minutes on Thursday morning to speak to whole group. George asks how we'll see the money come in; Deb says direct deposits.

22 signed up for law workshop, 11 for real estate, 5 for energy. Deb said she thought energy would be bigger and questioned whether we should hold the 3rd workshop. We have to pay for the room, so what's our break even? Deb is negotiating some room costs, tours take away from the hotel's revenue, the venue has been great to work with. Not paying Great Plains to come, but if they'd probably just as well not with so few attending. Excel Energy is likely a sponsor and is part of the energy session. Josh will reach out to energy planners to see if he can get people to register. Deb says 7 for bike tour, both walking tours are maxed out. New sponsors, Cedar Corp Menomonie, Oracle from Lake Zurich, HKG(?), Excel, Market and Johnson (Eau Claire). Still waiting for payment from 2 sponsors and waiting to hear back from some others. Kristan said she's



working on getting their payment in by end of today (Graef).
Could use some help with planners' panel.

Josh says Lucy think someone who is currently employed is better but looking for active planner from twin cities. She is a yes if no one else is available. Deb can't find anyone from Iowa. Jason says the topic of the panel is Equity, suggest Kevin from SWRPC, and regional approach. Has been active on taskforce. Kristan says she can look into some options from Iowa.

Registration ends 18th so doing last big blast today. Drew, how are numbers so far? Deb says tricky question, 82 registrants currently, 24 under their sponsorships, Deb says she'll like to be over 100 by now but likely to get a last-minute registrations. Ben says more planners from Madison will be registering. Josh says we all had to have an equity taskforce; do we know if Iowa did it? Used to be a big issue because of demographic changes.

We sent something to their board asking for recommendations, only one wasn't a planner, someone at the city of Des Moines.

Jason says we've gotten more requests for travel costs and lodging costs for speakers, we're covering costs for APA president (Kurt Christiansen) and Kevin Klinkenberg. Jason says we agreed to cover Forest's costs. We're also incurring cost for reception and awards ceremony because it's at the Pablo Center. We will have a participatory art event, not sure what, will live on in Eau Claire after the event.

Josh asked what volunteer roles do we still need. Deb says we could use volunteers to collect people for tours and giving out tags, she'll be bringing 2 people 10,000 friends people is paying for, she could use help with runners to get people organized.

Drew asked if there's an opportunity to duplicate walking tours since they're sold out. Linda says was listed as sold out 5 days ago. Deb says maybe Eau Claire can staff 2nd tour. George says the main hotel was booked; Deb says there might be a glitch she'll look into it. Oxbow still available. Nancy says if there's a particular link we're supposed to use we should highlight it better on the website.

ii. 2020 Conference in Green Bay

Deb says it's booked, the dates are in September. Kristan sent Jason photos to promote at the conference, will sent Nancy for website.

7. Diversity, equity, and inclusion training:

- a. Nancy reported previously diversity, equity, inclusion training and got 13 responses about serving on committee. Nancy got appointed Interim Dean and can't continue as co-chair, Marcella and Kevin Kushal are copacetic and will do great. Date slated to be July-August for in person training. Marcella is pushing for downtown Chicago for the joint workshop with Illinois. Hannah can work with Nancy on getting some Illinois planner volunteers.



8. Awards – VP Awards

a. Update

Kristan -Thursday evening cocktail hour, 3 great places winners, 8 planning excellence winners, including 1 student award, recognizing 3 retirees. Recognizing previous board members, Linda and Kassandra, we should add Ben to conference since he's retiring from board. Jason would like to include some sort of recognition of the APA-WI award scholarship recipients. Nancy says maybe do a slide with both of them and info on them, since we require WI high school piece, little background info, and/or quote. Allen says he has 2018 recipients, not 2019. Two students from each school, for both years, for a total of 4 recipients. Kristan will get information from departments, since they aren't on Allen's list. Kristan will contact Nancy for scholarship information. Jason says we can refine the process in the future, but let's start with knowing who they are and telling people who they are.

- b. 10-year review of award winners (J. Valerius, per Action Plan 5.d) Still on Jason's to do list, he did reach out to the chair of UW dept Ken Genskow but wasn't able to follow up. If someone else wants to handle it, they are welcome to but he will follow up himself if needed when time allows.

9. Membership – VP Membership

a. Membership Report*

Sandy – We have 3 months' worth, biggest change in July, drop in student members and increase in regular membership, so maybe students became new members. Shouldn't they be new professional? Maybe a glitch. Over 500 active members, first time she can see that we reached that number. Jason is skeptical of that number. 1 person became lifetime member in May or June. That's all of note.

b. Member survey

Sandy- Survey is out, wants to say thank you to everyone who assisted, districts reps were on committee, maybe each district rep could reinforce ask to get people to complete survey. Sandy asked if we should send out reminders today and maybe Wednesday. Jason says 104 people have started the survey; 80 have completed it. September 20th is deadline. We wanted time to digest it enough to offer highlights at conference. Ben asked if district reps should send out reminder or do a statewide, consensus we should do both. District reps between now and Monday, larger push next Wednesday before deadline. Sandy will follow up with Jeff and Maria and let them know we are asking them to send out district rep reminders. Neither Ben nor Allen will get it out until Monday.

10. Communications – Chair

a. Communications Strategy Update



Nancy says we need a new communications chair for the next year or two, will participate in meetings as information source, but cannot continue to lead. Jason says Jason Gilman coming on as president-elect and asking what he is going to be doing, Linda says job descriptions says communications is part of the job. We knew it was going to be a growing need, so that's why we put it in the job description. Jason says we'll revisit this item later this year and plan to circle back when the president-elect starts.

- b. Flyer describing value of APA-WI (B. Zellers, per Action Plan 8.b) Ben created it, looked through personal library of photos, left is from Appleton conference, right is on Shorewood Hills, city library of photos for aerial. Ben says we can add anything under categories if people have suggestions. Deb asked if we should hand this out at the conference. Jason says what is the purpose of this document, what should we do with this document? Can't remember specifics of why we asked for this document to be created. Kristan says we can use it to meet with organizations that don't know us so well, Drew says it would be helpful for Planners' Day. Creating Great Communities for All is new slogan, need to swap out Making Great Communities Happen. Josh says it was a result of the national equity conversation. Ben created it in Publisher, but he can pull it into InDesign. Most agreed Publisher is more ubiquitous. If Ben shares file, we will add it to shared drive. Nancy suggests we modify last paragraph because its member facing. Kristan says it focuses on board efforts, but maybe should be more about what our organization does. Jason says strike "The Board of The WI Chapter" to just "WI Chapter" and instead of "your dues" change it to "our dues" makes it more widely applicable. Nancy would like a caption to top right and middle left photo, where these photos were taken. Everyone agreed the Madison aerial is good. Kristan says tie the Madison image to legislation advocacy, rather than just about the City. Also tie the Shorewood Hills photo to affordable housing.

11. Secretary

a. Transition Update

Hannah officially took over from Karen starting the September 13th meeting and will work to get minutes completed and out to board for approval shortly after each meeting. If the minutes are too long, too detailed, or includes missing or incomplete information, board members should reach out to her directly to amend minutes prior to posting them on Google Docs. She will work with Linda off-line to update the current roster, as well as the roster beginning January 2020, and with Nancy to post it online. She will also reach back out to Karen Sands about trying to find archived documents that weren't uploaded to Google, as also with Linda to see what she has that needs to be uploaded before she is done.

12. Past President

*Asterisk items have corresponding materials in Google Drive:
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a. 2019 Election Results

Linda reports 112 people voted; her only comment was it was the only year we had a true election (competition) in all her years. There were two young ladies that were interested in serving the chapter and we should look for ways to utilize them, maybe they can help Sandy with membership, possibly form a membership committee. If not in membership, some other aspect of the board, maybe a special project. Used to cold call for board members, but national advice is to develop board members for 3-4 years before they become members. One thing we attempted to do was to create a committee formation for the 4 VPs, maybe rethink the work committee, maybe rethink how we frame it. Jason says the idea of creating a managing a committee for a district is as best a net neutral level of effort, it's easier just to do it yourself rather than create a new committee. Maybe a VP can assign tasks to a deputy or assistance, identify possible candidates. Linda says we need to develop a pool of candidates that are willing to help. Kristan says she's doing it with Stephanie Hummel with the Great Places as a special project, rather than a committee. Gives them an idea of what the board does and lets the board see what they're capable of. Maybe VPs can look up and connect with them - Sarah is in NE, Heather is in Milwaukee.

Kristina won unanimously. Jason Gilman won unanimously, was on the board in the 2000s as SW District Rep, Linda knew him before and recruited him as candidate.

The results of the 2019 election are as follows:

WI Chapter President Elect – Jason Gilman, AICP

WI Chapter Southwest District Rep – Kristina Tranel, AICP

WI Chapter Northeast District Rep – Allen Davis

WI Chapter Vice President Membership – Sandra Scherer

Current President-Elect, Josh Clements, becomes President on January 1, 2020

13. President

a. CPC activities

Jason doesn't have much to report on this item, he will be going to D.C.

b. Proposed CM Credit changes

Changes are in the works for CM credits, law and ethics are 1.5 credits each and one of the pieces of feedback over the years is that it can be a challenge as many sessions are 1 credit. APA-WI has longer sessions to make up for this, but not everyone. There is discussion that it should just be 1 credit and potentially have topics change. May take effect in 2021, change it from 1.5 to 1 credit and add in two additional credits, 1 focused on equity/inclusion, 1 is rotating set of issues de jour (current topic under consideration is climate and sustainability). Information was handed to CPC,



they wanted to know what their say was in this change, the number 1 concern was climate and sustainability, how is it going to be handled, is it going to be politically neutral, how does this change? What are new topics to be picked? Rotating topic or equity topics, if chapters are being asked to provide content for their members, some chapters felt they were ill prepared to come up with that content. Ben asked if there's more information on how the rotating topic is chosen.

Josh says everyone has a 2-year window and not everyone's lines up, they would pick the new topic and when your new cycle starts it would be whatever the topic is. Could result in 5 topics, law, ethics, equity and the one you're coming from and transitioning to.

Guidance and support for CM providers is needed, resources will be provided to CM providers in collaboration with the expertise of the APA diversity committee and committees, additional info about criteria about covering chosen topics, and issues related to name of climate related topic will be taken into consideration before any decision is made, political implications. Iowa president sought feedback on the topic, Jason decided not to build that into his work plan. Not sure how much opportunity there is going to be for states to weigh in on this issue. Ben asked how do people provide feedback? Consensus is that we don't want to be the in between from members to national. Nancy asked if the board wants to take a position. Ben is concerned about requiring us to offer 5 topics, Jason says we're effectively already offer 5 topics at conferences and through other continuing ed opportunities. Nancy anticipates climate and sustainability will be the special topic for quite some time. Kristan has concerns about so many required topics make conferences less interesting, more set for you. Jason is comfortable that we will be able to provide the necessary content to members and will figure out where comments should be directed on the proposed change.

c. Coordination with other organizations

Jason says the main thing to talk about is meeting of leadership of allied organizations, has not had time to make that happen. He is still interested in it but it's down the list, so he has no update. George says understanding in other organizations is important.

d. Outreach Initiative

Jason hasn't scheduled any outreach visits. Josh has done 2 visits earlier in the year, has 1-2 more he'd like to do. Ben asked if they've been reported to membership, Josh says he thought they were supposed to aggregate that info and report out. Kristan says she had notes from Bay Lakes, group explained to her how to upload them to Google Doc.

10:50-11:00

Break

11:00-12:30

Action items

14. Communications (none)

15. President

a. Equity and Diversity Initiative

i. Release of Draft

Product of the taskforce, over past 6 months they've met 5 times with the committee, their consensus in the board give direction for it to be released to the membership for people to look it over and provide comments by mid-December, create survey monkey to receive comments, the committee would meet once more to revise document and re-release a version addressing comments. Kristan asked about how it's different than the IL initiative, Nancy states the IL event is only a half day workshop while this is an ongoing initiative. Jason would like the board to approve the creation of a standing committee ahead of releasing the draft document to the membership. Josh states that draft needs to be watermarked on the draft before it goes out.

12:30

ii. Standing Committee Creation

The board can create committees as needed without amending the bylaws. Jason says they were talking 5-9 people on the committee, maybe they landed on 7 so a quorum is 4 which is a big enough group to do things. Ben makes a motion to create a committee to head an equity and diversity initiative of 7 members to meet at least quarterly, Nancy suggested amendment of up to 9, Ben agrees to continue motion but asked who decides the final number. Jason says who decides who's on it. Kristan says she would like to make sure the committee represents diversity; how do we know if it is. Jason says the taskforce had only one minority, Kirk Harris, and we only have 10 non-white members. Nancy says nonprofits ask nonmembers to participate, maybe ask for stakeholders instead of just professional planners. Nancy proposes a 2nd amendment that nonmembers are eligible to serve, recruitment of nonmembers to achieve goal of diversity on committee. Due to confusion over how to best vote on amended motion, Ben withdrew his previous motion and made a revised motion.

Ben made a motion that the board create an equity and diversity standing committee of up to 9 people, would meet at least quarterly, membership of that committee would be broadly representative of the diversity of the state and nonmembers APA members are eligible to participate. Nancy 2nd the motion. Motion passes unanimously.



Drew would like to replace the word equity with inclusivity in equity document being discussed. Comp plan requires the provision of housing for a diversity of populations, but it's not enforced. Jason says we're going to be talking about this at the conference, from being keepers of process to advocates.

b. APA/AARP Public Forums discussion

Hired a planner to work on the 8 elements of livability, APA/AARP co-sponsoring some public forums. APA would use our methods of communication to get people out. We would host 4 of these in the 4 districts, AARP would do leg work on setting it up (they have 8 staff). We're endorsing their elements of livability. Linda says we should be able to get AICP credit. Kristan wants to know if Madison has AARP designation, Jason says they will be hosted in communities who have designation or are working on it. No motion needed.

c. Annual Meeting Agenda

Jason wants to know if we have anything we think need to be talked about, we will cover the equity and inclusivity initiatives, results of survey, forthcoming CM changes, Josh recommended highlight of legislative work, Jason says they'll be a chance on Thursday morning. Allen says he'd like us to do something on planners' day. Nancy says we should off a snapshot of financials and membership numbers.

Linda wants to make note about challenges of transitions, she is still getting notices from when she was President. Do we once again want to consider having chapter role email addresses? Nancy and Linda will talk about offline. There is no way to send emails out from chapter emails, only receive emails. Kristan asked if Nancy can look into it and report back on the cost and process.

- 16. Treasurer (none)
- 17. Conference Coordinator
- 18. President Elect (none)
- 19. VP Chapter Affairs (none)
- 20. Membership (none)
- 21. Communications (none)
- 22. Past President (none)
- 23. Secretary (none)

Adjourn A motion to adjourn was made at 12:55 by Sandy and seconded by Nancy. The motion passed unanimously.

Next Meeting: December 6, 2019

