



APWA High Desert Branch
Board Meeting Conference Call Minutes
January 21, 2025
Prepared by: Nicole Jones, Secretary

Attendees:

Board Member Name	Board Position	Committee Chair	Attendance
Nick Godin	President		X
Jose Ascencio	Vice President		X
Nicole Jones	Secretary		X
Sheila Niebla	Treasurer		X
Amalia Marreh	Past President		X
Stephen Carrillo	Director	Finance	X
Rosa Elias	Director		X
Brian Glidden	Director	Scholarship	X
Stephanie Mejia	Director	Comms/Website	X
Candice Vander Hyde	Director		X
Robert Wagner	Director		X

Guests

Rob Kilpatrick	N/A	Awards and Audit	X
----------------	-----	------------------	---

1. Welcome and Introductory Remarks

- a. Call to Order 12:05 p.m.

2. Approval of December Board Meeting Minutes

- a. Defer to February meeting – NJ to send out to group

3. Look Ahead/Hot Topics/Things to Remember

- a. 2025 Calendar of Events
 - i. Review and Approval
 - ii. Motion: Amalia, Second: Stephanie seconded
 - iii. Approval: Passed with revision to add 2025 awards at the holiday soiree on Dec 2
- b. 2025 Committees and Committee Chairs
 - i. Review
 - 1. Awards – Need new chair
 - Candice Vander Hyde
 - 2. Bylaws – Need new chair
 - Jose Ascencio

- 3. Communication/Membership/Website – no change -
Stephanie
- 4. Golf Tournament –
- Nicole Jones
- 5. Scholarship – no change
- 6. Finance – no change
- 7. Audit – Need new chair
- Amalia Marreh
- 8. Motion: Stephen Second: Brian
- ii. Approval: Passed
- c. Expectation and Goals for 2025
 - i. Increase scholarship amount
 - ii. Update bylaws
 - 1. Include description of duties of directors and committee chairs
 - iii. Organize all meetings and events
 - iv. Financial Reporting requirements streamlined with SoCal Chapter –
invite SoCal President to upcoming meeting to go over new requirements
 - v. Website Update Completion

4. Treasurer's Report:

- a. Bank Balance: \$85,991.44
- b. Have outstanding sponsorship invoice for \$5K – Cruz and Amalia working with Shiela
- c. One check for \$600 not cashed yet
- d. Reconciled budget for golf tournament assuming the two above are handled. Net revenue: \$25,784

5. Committee Update

- a. Scholarships – Brian
Would like to increase from \$1500/awardee and do \$2500/awardee for 8 or \$2000/awardee for 10 – dependent on # of applications received
Brian to send out invite 2/10
- b. Awards – Rob
Received very few applications; received none from Lancaster and only one from Palmdale, willing to give Lancaster a couple more days due to unforeseen circumstances
 - i. Motion: Stephanie, Second: Brian: Approved: Passed
- c. Communications/Membership – Stephanie
Scheduling meeting with SoCal chapter to review and approve website updates
- d. Bylaws – Rob
Coordinate with Jose for hand off

- e. Finance Committee – Stephen
Reviewed – one comment for December expenses; need backup for one check
- f. Audit Committee – Damon
Amalia to meet with Damon tomorrow
- g. Golf Tournament – Nick
Double checking to ensure we have 11/11 date

6. Other Topics:

- a. Next Board Meeting:
February 18, 2025
- b. Next General Membership Meeting:
March 4 – Hosted by Lancaster – Awards Luncheon

Meeting adjourned: 12:57 p.m.

The foregoing shall be considered as confirmed unless clarifications or amendments are submitted within seven (7) calendar days.