



# APWA High Desert Branch

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## APWA High Desert Branch Board Meeting Conference Call Minutes May 5, 2026 *Prepared by: Candice Vander Hyde, Secretary*

### Attendees:

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

### Guests

|              |  |  |
|--------------|--|--|
| Lynn Glidden |  |  |
|--------------|--|--|

### 1. Welcome and Introductory Remarks: JOSE

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

### 2. Approval of February Board Meeting Minutes

- a. Motion: NICOLE
- b. Second: AMALIA
- c. Approval: PASSES UNANIMOUSLY

### 3. Treasurer's Report: SHEILA

- a. Bank Balance - \$76,891.15
- b. 1 Transaction in March: Golf income from company that had a charge back, so the money has been recovered.
- c. April had no transactions.
- d. Will reconcile everything and pass the files onto Nicole.

### 4. Old Business

- a. March Luncheon Review: NICOLE  
Nick asked if everyone paid. Nicole confirmed everyone paid. Cashless payment went well. Nicole needs to send the caterer invoice to Sheila.

- b. General Membership Mtg. Rates:  
**Nicole made a motion to change General Membership Meeting rates to \$30 Member and \$40 Non-Member. Rosa seconded the motion. Motion passes: 8-0-3.**

- i. Sheila/Nicole will update SoCal with the new budget.

## **5. New Business**

- a. 2026/2027 Budget: SHEILA

- i. Additional Holiday Party Allocation

- 1. 2025

- Nick asked Sheila to compare what was budgeted vs. what was spent in 2025 to determine how much the budget should be increased. \$4,500 expenses budgeted / \$6,314.42 actual.

- Original budget was \$50 pp, and ended up \$105 pp., with a \$25 ticket price.

- Jose made a motion to add \$560.54 to the budget to cover remaining outstanding expenses for the 2025 Holiday Party. Stephen made the second. Motion passes.**

- Going forward, Nick directs that all chairs are expected to work within their budgets and address any potential shortfalls at least one Board in advance of making any extenuating commitments.**

- 2. 2026

- Candice made a motion to change the ticket price to \$50 Member and \$60 Non-Member for the 2026 Holiday Party, with a \$50 pp subsidization by the branch budget – with an anticipated attendance of 50 people. Amalia made the second. Motion passes.**

- ii. Golf Tournament Budget:

- Final income: \$62,087.68. Actual expenses: \$45,708.80.

- Outstanding payment: \$1,000.00. Over budget: \$12,088.80. Net overage: \$10,001.12. Golf expense budget: \$34,620.00.

- Sheila will compile the amounts the income and expense budgets need to be increased by and email the Board for approval.**

- Golf Tournament committee will kick-off planning soon to confirm what the 2026/2027 budget should be.

## **6. Committee Updates**

- a. Scholarships – BRIAN (Jose on his behalf)

- The motion to approve 8 scholarships in the amount of \$2,000 each for a grand total of \$16,000 passed unanimously via email: 9-0-2.

Lynn:

Lynn and Brian organized the applicants by GPA and identified 4 college and 4 high school recipients.

**Lynn made a motion to approve these. Jose made the second. Motion approved.**

Lynn asked Rosa to get in touch with the high school counselors to present the scholarships at their graduation scholarship events. **Rosa confirmed that she can accomplish this.**

Requested the Board review the budget for scholarships to try to reach more students. Nick asked the committee to run an analysis and make a proposal of what the budget should be and why.

Damon Letz retired, and there is now a vacancy on the committee. Sheila has also become inactive. Amalia suggested that we solicit for replacements during elections in the fall. **Amalia offered to look for a replacement for Damon. Nick confirmed that would be good to ensure fair agency representation.**

Lynn suggested the committee review the structure of the scholarship solicitations to ensure it is clear what the target audience is to reduce the number of applicants that are not from a related field. Rosa also suggested the committee revamp the application itself to improve the quality of the responses. **Nick directed the committee to accomplish these goals.**

Jose asked for clarification on when this would need to be accomplished before next year. Lynn confirmed the solicitations go out in February. Jose suggested then that **nominations need to occur before the fall to ensure the committee has time to accomplish these goals.**

b. Awards – CANDICE  
No report

c. Communications/Membership – STEPHANIE  
Absent

d. Bylaws – JOSE  
Communicated with Trish. Jose owes her redlines for our amendment. Then Trish will pass them on for approval at the chapter level. Jose will work to get those out as soon as possible.

e. Finance Committee – STEPHEN  
Reviewed expenses through January 2026 with no comment. Amalia confirmed that February 2026 is out for review. Sheila confirmed the email went out March 13<sup>th</sup>.

f. Audit Committee – AMALIA  
Reviewed January and February 2026 with no comment. March 2026 will

come from Sheila. There will be no April 2026. Nicole will start up as Treasurer with the May 2026 report.

g. Golf Tournament – NICOLE/JOSE

Nicole, no report. Jose, assured the committee will meet as soon as possible to get the budget clarified and start planning.

**7. Other Topics**

a. Next General Membership Meeting: Tuesday, May 26 in Santa Clarita. 37 RSVPs as of today. Amalia assured she would work with the \$1250 budget. Amalia requested checks from Nicole. She confirmed Sheila still has the checks. **Nick directed Amalia to email a formal request to Nick, Sheila, and Nicole, for the checks she needs.**

b. Attendance Records

**Nick requested the last 5 months of attendance records from Nicole.**

**Candice requested confirmation from the bylaws on attendance requirements. Jose to investigate.**

**8. Look Ahead/Hot Topics/Things to Remember**

a. Next Board Meeting: June 16, 2026

**Meeting adjourned: 1:19 p.m.**

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