

APWA High Desert Chapter  
Board Meeting Conference Call  
April 21, 2020 – Minutes  
Prepared by: Allen Thompson

Attendees:

Rob Kilpatrick - President  
Lynn Glidden - Vice President  
Sheila Niebla, Treasurer  
Allen Thompson - Secretary  
Terry Brice - Director  
Damon Letz, Director  
Mike Behen – Director  
Candice Vander Hyde - Director  
Brian Glidden - Past President

1. Welcome and Introductory Remarks: 12:03 p.m.
2. Approval of previous minutes – not available
3. Treasurer’s Report
  - a. Balance of \$53,142 with an additional \$6,050 check expected to be received soon from golf tournament sponsors.
  - b. See Golf Tournament for discussion on outstanding donations
4. May 19<sup>th</sup> General Meeting Discussion

Rob Kilpatrick asked how everyone feels about cancelling or postponing the May 19<sup>th</sup> General Meeting in Santa Clarita due to the COVID-19 restrictions. Damon gave motion to cancel, Mike seconded, motion carried without dissent.

Terry and Damon expressed that they would be willing to host a Zoom type General Meeting in June. Discussion that holding some type of meeting would be good to keep up the social aspect of the Branch and provide the education benefits of being a member. Terry suggested we may want to do a Zoom General Meeting once or twice a year after things return to normal. Discussion to poll members and see what interest there is in Zoom meeting.

5. Committee Update
  - a. Scholarships – Brian Glidden  
Brian reminded committee members that votes for scholarship recipients are late and to have them turned in this week. Brian can tally the votes, determine the list of recipients this weekend, and mail letters Monday. Typically allow 10 to 12, \$1500 scholarships. Discussion about what would happen if we could not do Golf Tournament this year. Our budget reserves would allow us to provide scholarships for one year without any fund raising. Discussed ideas on having scholarship recipients join our Zoom meeting or include their information in a PowerPoint.

- b. Awards – Rob Kilpatrick  
Rob stated this year's award nomination requests would come out in the Fall. Candice mentioned that the Traffic Signal Wrap project won an award at the National level.
- c. Communication/Memberships – Lynn Glidden  
Lynn asked for agencies to let her know of any changes in staff that affects the Branch's membership.
- d. Bylaws – Mike Behen  
No report.
- e. Golf Tournament – Terry Brice  
Terry stated that now is about the time the Golf Tournament Committee begins meeting. He will send invitations to start meeting remotely. Terry noted that there are still several sponsors from the last tournament who have not paid their pledge. He has contacted them and will follow up. Rob suggested it may be easier to delegate some of the calling. Terry said he may seek help from the Committee or Directors.

Other Topics:

1. Last February Award Luncheon – Seemed to have been well received. Most people enjoyed workday lunch format. Better attendance than normal. Will keep that format in future.
2. Holiday Party- Candice gave results of member poll that stated they would like some kind of Holiday social event. A Friday evening was one top pick. Lynn said she would plan some kind of a get-together for Dec. 4<sup>th</sup>.
3. Email to Members- Allen will send out a Branch wide email with the following notifications:
  - May 19<sup>th</sup> General Meeting is cancelled
  - General Meeting September 15<sup>th</sup>
  - Annual Award nominations accepted in October
  - Nominations for Branch Officers/Directors accepted in October
  - Golf Tournament Wednesday Nov. 11<sup>th</sup> (Veteran's day)
  - General meeting / Board Elections November 17<sup>th</sup>
  - Holliday Social December 4th

Allen will also survey members to determine if there is interest in holding a Zoom General Meeting in June

Meeting adjourned: 12:45 p.m.

Next meeting will be a board meeting on June 16, 2020 @ 12:00 p.m.

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