



APWA High Desert Branch

Website: www.apwahdsoca.com



APWA High Desert Branch Board Meeting Conference Call January 16, 2024 – Minutes *Prepared by: Amalia Marreh*

Attendees:

Amalia Marreh – President

Absent

~~Stephanie Mejia – Vice President~~

~~Nicole Jones – Secretary~~

Sheila Niebla – Treasurer

Damon Letz – Director

Stephen Carrillo – Director

Nick Godin – Director

Brian Glidden – Director

~~Jose Ascencio – Director~~

Rob Kilpatrick – Past President

1. **Welcome and Introductory Remarks:** 12:03 p.m.

2. **Approval of December Board Meeting Minutes**

Motion by Brian, 2nd by Stephen, Unanimous ayes

3. **Treasurer’s Report:**

- Amalia asked if transition from Wells Fargo to Bank of America has been completed. Sheila responded No and there is a balance of **\$3,427** in Wells Fargo still pending.
- Sheila Reconciled November & December financial report and sent over to Finance committee for review.
- Bank of America balance is **\$73,971.69**, total of **\$77,398.69** with Wells Fargo balance.
- Waiting on last two scholarships checks to be cashed
- Sheila needs help from the Golf committee to reconcile one pending invoice and players roster vs payees during last year’s Golf Tournament and discussed the issue with Nick.
- Amalia noted SoCal Chapter new requirement of Branch obtaining W-9 forms from vendors we pay \$600 or more to.

4. **Committee Update**

a. Scholarships – Brian

- i. 2023 recipients all taken care of with the exception to two pending checks to be cashed.

- ii. 2024 forms have been updated on webpage, announcement flyers to go out to schools.
- iii. Applications are due March 15th.
- iv. 2024 budget is \$16,500

b. Awards – Rob

Rob shared the final list of 2023 Awards recipients and thanked his Award Committee for working on the selection process. Awards meeting is tentatively scheduled for February 20. Sheila will update later of any changes to the date. Amalia and Nicole to send “save the date” email blast

c. Communications/ Membership – Stephanie
Absent – No update

d. Bylaws – Rob
No Update, looking for a someone to help with the committee. Amalia to look for a member to fill vacancy

e. Finance Committee – Stephen
Stephanie and Stephen reviewed expenditures for November and December - had no comments

f. Audit Committee – Damon
No update. Waiting on quarterly reports

g. Golf Tournament – Nick
No meeting for the Golf committee has been scheduled yet. Nick will work with Philip to address Sheila’s questions on final player’s roster vs who actually paid

5. Other Topics:

- a. Awards Lunch Meeting:
Hosted by the City of Lancaster, February 20, 2024
- b. Next Board Meeting:
March 19, 2024

Meeting adjourned: 12:34 p.m.

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