



APWA High Desert Branch

Website: www.apwahdsoca.com



APWA High Desert Branch Board Meeting Conference Call October 17, 2023 – Minutes *Prepared by: Amalia Marreh*

Attendees:

- Amalia Marreh – President *Absent*
- Stephanie Mejia – Vice President
- ~~Nicole Jones – Secretary~~
- Sheila Niebla – Treasurer
- Rob Kilpatrick – Past President
- Damon Letz – Director
- Stephen Carrillo – Director
- Nick Godin – Director
- Brian Glidden – Director
- Jose Ascencio – Director

1. **Welcome and Call the Meeting to Order:** started at 12:05 p.m.

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

Motion moved by Robert, 2nd Damon, Approved.

Amalia added for the records to be filed with this meeting’s minutes, the voting that took place via electronic balloting, the call for a motion to appoint Jose Ascencio to fill the vacant Director vacancy, seconded by Brian and motion passed with majority votes.

3. **Updated 2023 Committee List:**

Amalia shared the updated committee list adding Leslie Frazier to serve on the Audit committee replacing Amalia since Amalia is no longer able to serve on Audit committee due to being a co-signer on the bank checks. Amalia also noted a vacancy in the Bylaws committee with the retirement of Diana Pevitire.

4. **Holiday Party:**

The board agreed to cancel the next General Membership meeting scheduled on November 21 since it falls on the same week of Thanksgiving break. City of Palmdale to host the holiday meeting instead of the November meeting and Stephanie will coordinate with Amalia on the details for the holiday general meeting which will be a luncheon meeting.

5. **Treasurer’s Report:**

Balance as of to-date: \$60,114.02

Sheila completed the financial reporting to the SoCal Chapter on time. Bank of America new account is active and Sheila is working on wiring Wells Fargo funds in multiple transactions. Remaining balance in Wells Fargo account is \$37,159

Committee Update

- a. **Scholarships** – Brian
Brian continues to forward enrolment verification of students to Sheila for pending scholarships payments.
- b. **Awards** – Rob
Award notices to be sent on October 18 and due date of applications will be **December 15th**. Rob asked for the latest members roster and Amalia to send to Rob after the meeting.
- c. **Communications/ Membership** – Stephanie
No updates
- d. **Bylaws** – Rob
No updates
- e. **Finance Committee** – Stephen
Sheila pointed out that she will send the September reports to the Finance Committee for review.
- f. **Audit Committee** – Damon
Audit checklist for fiscal year ending 2023 was submitted to SoCal Chapter on time.
- g. **Golf Tournament Committee** – Nick
Tournament will be October 30 at Rancho Vista; Nick updated on number of foursomes and sponsorships as well as volunteers. Final numbers to be shared with board one week before the event. Nick noted that he made arrangements with Ranch Vista Golf Club, to have next year's golf tournament held on Veteran's Day Holiday

6. Other Topics:

- a. Next Board Meeting:
December 19, 2023

Meeting adjourned: 12:45 p.m.

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