

APWA High Desert Branch Board Meeting Minutes

August 18, 2026

Prepared by: Jose Ascencio, Vice President

Attendees

Board Member	Position	Attendance
Nick Godin	President	Present
Jose Ascencio	Vice President	Present
Candice Vander Hyde	Secretary	Absent
Nicole Jones	Treasurer	Present
Sheila Niebla	Director	Present
Amalia Marreh	Past President	Present
Stephen Carrillo	Director	Present
Rosa Elias	Director	Present
Brian Glidden	Director	Present
Stephanie Mejia	Director	Present
Robert Wagner	Director	Absent

1. Welcome and Introductory Remarks – Jose

Call to Order: 12:15 p.m.

2. Approval of June Board Meeting Minutes

MOTION: Nicole moved to approve the June Board Meeting Minutes.

SECOND: Stephen

MOTION PASSES UNANIMOUSLY (9-0-2)

3. Treasurer's Report – NICOLE

- End of Year FY 2026 Submitted. APWA SoCal requesting member counts. APWA SoCal usually provides list of members. APWA has not consolidated their list yet and likely will not be able to this year. High Desert Branch needs to use internal resources to determine member count.
- Bank Balance: \$74,142.04
- Two transactions in July
 - Paying Tournament Guy Final \$1,000 invoice from 2025.
 - \$500 to Brian for Website.

ACTION ITEM: Provide membership list as is to provide to SoCal for membership dues incomes. Stephanie to provide City of Palmdale's updated list of members. Amalia to provide City of Santa Clarita's updated list of members. Nick to provide City of Lancaster's updated list of members.

4. Old Business

Nothing to report.

ACTION ITEM:

5. New Business

a. September 15Th General Membership Meeting (Palmdale)

- Taco Buffet at El Toreo West for 40 guests @ \$31/person total of \$1,700. Over budget by \$200. Will look into using City Facility with catering.
- Presenter TBD.
- Stephanie to receive payment. Square account access will be granted by Sheila or Nicole.

ACTION ITEM: Stephanie will provide update on venue, catering, and presenter by Thursday 8/20.

b. Board Elections

- Targeted Recruitment from Victorville Region.
 - Former City of Palmdale Employees at Victorville to connect with for possible nominations.
 - Ben Lucha
 - Mica Schuler
- Executive Committee must present nominees during October Board Meeting.
 - Opening 2 seats for membership at large.
 - Determine how many seats are accounted for per the by-laws.
- List of 2027 Board Members nominees ready for voting during November General Membership Meeting.
- Nomination Committee Appointed by Nick
 - Stephanie Mejia
 - Amalia Marreh
 - Brian Glidden

ACTION ITEM: Candice to send out a solicitation for board member nominations prior to the September general membership meeting. Provide survey monkey with positional nominations: President, Vice President, Secretary, Treasurer, Director (7 positions).

6. Committee Updates

a. Scholarships – BRIAN

Committee updates waived by Nick in interest of time.

ACTION ITEM:

b. Awards – CANDICE

Absent

c. Communications/Membership – STEPHANIE

Committee updates waived by Nick in interest of time.

ACTION ITEM:

d. Bylaws – JOSE

Provided Revision No. 2. Needs minor edit.

ACTION ITEM: Will provided updated Revision No. 2 after meeting.

e. Finance Committee – STEPHEN

Committee updates waived by Nick in interest of time.

ACTION ITEM:

f. Audit Committee – AMALIA

- Audit Checklist Deadline for September 15th, 2026.

ACTION ITEM: Amalia to assist Nicole in preparing package for submittal to SoCal Chapter.

g. Golf Tournament – JOSE

Committee updates waived by Nick in interest of time.

ACTION ITEM:

7. Other Topics

a. Next General Membership Meeting

- **Meeting Date: September 15, 2026**
- Location: Palmdale

b. Events Committee

- Discuss at next Board Meeting in October. Assist with awards ceremony and general membership meetings.

8. Look Ahead / Hot Topics / Things to Remember

Next Board Meeting: October 20, 2026

Meeting adjourned: 1:00 p.m.

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

Action Item Summary

Action Item	Responsible Party	Due Date
Email City of Victorville Staff inquiring about nominees to the High Desert Branch Board.	Amalia, Nick, Nicole	8/25/2026
Provide Updated membership list.	Amalia, Nick, Stephanie	8/21/2026
Provide update on September General Membership Meeting. Venue, Caterer, Presenter.	Stephanie	8/20/2026
Send Survey Monkey solicitation for Board Member nominees.	Candice	9/1/2026
Send updated Revision 2 of the by-laws to Board.	Jose	8/18/2026
Audit Checklist Deadline 9/15/2026.	Amalia, Nicole	9/1/2026