

**APWA Rocky Mountain Chapter Spring Board Meeting  
Thursday, September 7, 2017  
Pollard Hotel Red Lodge, MT**

**Members in Attendance**

**I. CALL TO ORDER & ATTENDANCE**

**II. APPROVAL OF MINUTES – Spring Board Meeting September 2017**

**III. OLD BUSINESS**

- a. Decided to amend by-laws to say that before becoming President Elect, a nominee for President Elect would be required to have served on the Executive Committee for at least one year.
- b. Brian Van Norman asked that we give the final Delegates, Executive Committee, and Committee chairs to Rhonda Wilhite at Nationals.
- c. Nationals has an option on the website to deposit money into RMC APWA bank account directly. No fees unless a credit card is used and it is a 3% charge which seems to be standard. Action item for 2017. 2018 Conference Committee will handle getting this done.
- d. Katie will write up a summary of options for banks to change to.
- e. Voted in past meetings to sell Merrill Lynch funds as requested by APWA Nationals. Amanda will have Katie look into this and follow up with the board.
- f. Shirts – Board voted to order new shirts for those who want them. Andrew will be in charge of ordering shirts. Shirts are approximately \$45 each with logo and board voted to budget \$1,000. Stephanie was going to check and see if someone local in Helena could offer shirts. Land's End option with Nationals that could be looked into.
- g. Stephanie was interested in sending out a Survey Monkey survey after the conference. Suggested to include a chance to win a prize if they respond to the survey. Ryan S. to send draft survey questions to Stephanie.
- h. Brian recommended that the board prioritize the list from fall 2016.
  - 1. Quarterly conference call. Andrew to schedule.
  - 2. Conference planning schedule needs to be set for 2018 conference
    - a. Ada County needs to know about conference 6 months in advance.
- i. Email blast for Nationals Rodeo. RMC has 2 spots that they can fill. Our chapter needs to get the word out to the members and try to fill those 2 positions. Ryan S. to follow up on more info from Andrew.
- j. Robin needs to know in October and needs a contract and deposit.
- k. Nic Bateson should reach out to City of Sheridan and start organizing a conference committee. The board would like Nic to report back the communication and progress at the Fall 2017 board meeting.

**IV. OFFICER'S REPORT**

- President's report
- Past President
- President Elect
- Treasurer
- Secretary
- Idaho Delegate
- Wyoming Delegate
- Montana Delegate

**V. NEW BUSINESS**

- 2018 Spring Board Meeting
- Membership discussion
- By-Laws
- Chapter website update
- Election of Officers
- Brian Van Norman
- 2018 Spring Conference

**VI. COUNCIL OF CHAPTERS REPORT**

**VII. COMMITTEE REPORTS (by members present)**

**VIII. ADJOURN**