

Minutes
Iowa Chapter APA Executive Committee
August 30, 2002
9:30am – noon

President Lundy called the meeting of the Iowa Chapter APA Executive Committee to order at 9:50 a.m. in Room 135 of the Ames City Hall, located at 515 Clark Avenue, Ames, Iowa.

1. Roll Call:

Present – Beck, Huntington, E. Jensen, Lundy, Russell, and Schiel-Larson

Absent – Dahl, Evans, Gear, A. Jensen, Jones, Lozano, Mumm, Nelson, Palmer, and Wesselhoft

2. Approval of Agenda and Minutes:

Moved by Beck, **Seconded** by Huntington to approve the Agenda.

Motion passed.

3. Business Items:

3.1 Executive Committee Appointments

- a. President-Elect Huntington indicated that he had been in close contact with LeAnne Harter, Story County, regarding the Professional Development Officer position. He indicated that she has agreed to fill that position.

Moved by Beck, **Seconded** by Schiel-Larson to approve Harter as the PDO.

Motion passed.

3.2 FY03 Budget

- a. President Lundy gave an overview of the proposed budget. There was discussion regarding some small corrections/modifications to the budget.

Moved by Beck, **Seconded** by Huntington to approve the revised budget for FY03.

Motion passed.

3.3 Adoption of GAO Standards for travel expenses for President & President-Elect

- a. President Lundy gave an overview and recommended that the Executive Committee adopt the GAO standards for travel expenses for the President and President-Elect.

Moved by Huntington, **Seconded** by Schiel-Larson to adopt the GAO standards for travel expenses for the President and President-Elect.

Motion passed.

4. Officer Reports:

4.1 President

- a. President Lundy had no report at this time, but would have a report under item 6.2, 2002 Upper Midwest Conference, of the agenda.

4.2 Past-President

- a. Past-President Beck indicated that the Box City users guide was complete and provided the Executive Committee with CD's of the user guide.

4.3 President-Elect and Professional Development Officer

- a. President-Elect Huntington gave an overview of the annual Chapter PDO report. He indicated that he had passed on the necessary PDO information to Harter and indicated that he would work closely with her until she was comfortable with the position.

4.4 Secretary

- a. Secretary E. Jensen gave an overview of the 2002 Upper Midwest Planning Conference registration brochure that would be going out soon.

4.5 Treasurer

- a. Treasure Palmer was absent – no report.

5. Program Area Reports:

5.1 Advocacy and Outreach, External Voice

- a. Treasure Palmer was absent – no report.

5.1.1 University Relations

- a. Dahl was absent. Dahl provided an email giving an overview of the Lecture Series.

5.2 Leadership, Networking & Professional Development

- a. A. Jensen was absent – no report.

5.3 Legislative

- a. Evens was absent – no report.

5.4 Communication

- a. Wesselhoft was absent. President Lundy indicated that the newsletter deadline was approaching and a lead story was still needed. He indicated that he might ask Wesselhoft to hold the newsletter until the conference information was available to be included in the newsletter.

5.5 Change Agent

- a. There was a brief discussion of possible alternative revenue sources.

6. Other Reports:

6.1 Awards Program

- a. Mumm was absent. President Lundy indicated that the applications had been sent out.

6.2 2002 Upper Midwest Conference – Des Moines

- a. President Lundy gave overview of conference planning and noted that it was coming along rather well. President Lundy indicated that additional ideas for session should be forwarded to Karen Jeske.
- b. Past-President Beck gave overview of the Box City program for the conference.

6.3 Box City

- a. General discussion regarding Box City at the Upper Midwest Conference.

7. Other Items Not On Agenda:

- a. There was no discussion regarding any items not on the agenda.

8. Set Next Meeting Date and Adjournment:

- a. Next Executive Committee meeting dates are as follows:
 - ? October 25, 2002
 - ? November 8, 2002 Business session at the Regional Conference
 - ? January 31, 2003
 - ? March 28, 2003
 - ? May 30, 2003
 - ? July 25, 2003
 - ? September 26, 2003
 - ? November 28, 2003

Various locations were suggested for meetings, including: Ames, Marshalltown, and Waterloo. President Lundy indicated that he would notify the Committee of the meeting location prior to the meeting date.

Meeting adjourned at 12:00 noon.