

Agenda for APC Meeting

Wednesday, February 3, 2016

Hope you can all join us for the call. Our call will begin at 2:00 Eastern, 1:00 Central, 12:00 Mountain, and 11:00 Pacific.

Minute taker: Kim Plante

Attended:	Absent:
Marie Stark (Chair)	Kim Knox Lawrence
Kim Plante	Karen Smith
Kate Kennedy	Cindy Swanson (Vice Chair)
Miranda Schober	Glenn Boyette
Belinda MacKinnon	
Kasia Panczyszyn	
Tim Nehring	
Tammy Trinker (IFTA Inc.)	
Cindy Arnold (Board Liaison)	
Trent Knoles (Board Liaison)	

- Approval of the minutes for December. Once approved, Karen will send to IFTA Inc. for posting. Motion to approval Tim and 2nd by Kim. All approved.
- Updates from subcommittees:
 - Miranda gave the update on the proposed ballot to change the decal displaying date to November. Karen started the draft and it should be ready for the March meeting for comment.
 - Glenn – Kate gave the update. They have not had a chance to meet on a possible ballot to make it a requirement that reports are all in English. She will contact Glenn.
 - Draft ballots need to be available for the committee to comment on them at the March meeting. The deadline to submit ballots is April 22.
- 2015 Ballots-
Ballot number 2 was reworded to clarify some confusion. All four ballot have been moved on for voting.
- The ITAC (Information Technology Advisory Committee) needs a representative from the APC on the committee. Anyone interested? Marie read a little about this committee and Belinda volunteered.
- Review list of topics for workshop and see if there is a topic you would like to present. Any other topics at this time? Look at the spreadsheet so we can start putting names on where the APC will present.

- Volunteer to gather APC's materials for the workshop. Renee has been the gathering documents for the workshop but she will not be attending the workshop since she is not on the IRP Education Committee. Each committee needs to have someone gather their documents and then submit them to the person who will be taking care of all the presentations. Kate volunteered.
- Can we move meeting in March? The meeting on the 9th can we move it to the 16th, Marie will send out an invite
- Other business – Cindy and Trent will be attending the Board meeting next week. Trent gave an update on the IFTA Inc. audit and IFTA is doing very well. Cindy said the board is looking for suggestions on how to spend some funds that will be available. Marie asked when we need to submit a request for travel funding for the committee to attend the workshop. Cindy said that would be the May meeting when they do the budget.
- Next meeting: March 16, 2016. Have a great month.