

Agenda for APC Meeting

Wednesday, July 8, 2015

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)	Cindy Swanson (Vice Chair)
Kim Plante	Belinda MacKinnon
Tim Nehring	Kim Knox Lawrence
Kasia Panczyszyn	
Glenn Boyette	
Karen Smith	
Kate Kennedy	
Cindy Arnold (Board Liaison)	
Trent Knoles (Board Liaison)	
Debbie Meise (IFTA)	

- Approval of the minutes for June. Once approved, Karen will send to IFTA Inc. for posting.

Kate moved for approval, Karen seconded. All approved.

- Scavenger Hunt ideas for workshop.

Cindy Swanson is in charge of the hunt and each committee is in charge of 5 ideas. Cindy A. wants to know is it inside the building. She will see when she goes to San Antonio in August to see if they can come up with ideas. It can be inside or outside the building. Any ideas go to Cindy Swanson.

- Spreadsheet needs to be sent back to Cindy S. with the information on the IFTA processing system the jurisdictions are using.

Reminded everybody that they need to be completed. Need to be done by the 10th. No trouble getting them done but people are on vacation. Sounds like everyone is on track

- Best Practices Survey – update Karen/Kate

Karen said they only had 1 response from Alberta which was very extensive. They will review and suggest which items to add to the manual.

- Is anyone attending the ABM that would be willing to run the microphone?

Kim Plante will help run microphone.

- Discuss updated APC New Members Guide to resend to board.

Was there any changes

- The Board has established a policy that when there is a vacancy on a committee that the committee chair will canvas the entire region for volunteers. They will also utilize the volunteer forms that have been submitted through the website. That gives all jurisdictions equal opportunity to put forth a representative to serve on the committee.

Does it look ok? Everyone was good with the changes. Marie will forward it to Cindy A. and Trent to send to the board.

- New member for committee.

In the new member guide the chair doesn't count as a member from the region, so we have a vacancy in the western region. A volunteer form has been received from Miranda Schober in Nevada. This was reviewed by the committee. The question was asked if we need to send an email out to notify all of the Western jurisdictions. Debbie had done that a few months ago, so it is not needed again.

Do we all agree to forward Miranda's? It was unanimous, so Marie will forward her name to the liaisons to send to the board for approval.

- APC meeting agenda for workshop. If approved, send to Jay Sween.
All in favor of sending it in as written.

- Discuss Workshop Presentations and how they are coming. Deadline for review.

Marie and Belinda are doing a day and a life of a counter person and are working on the script with Aaron Emery from Kansas.

Has anyone else started their presentations?

Kasia hasn't touched it because it looks like last year's presentation is great and she will use it.

Glenn says his was sent to him by Cindy Arnold and he is just looking up new information. He will put it on the special template.

Debbie will have her presentation for CVSA ready.

- 2015 Ballots and moving forward.

Did anyone read all the comments, some suggestions and they seem to be supported very well. Cindy S and Marie corrected a couple of them. Moving all 4 of our ballots forward to be discussed at the ABM.

- Other Business.

Workshop for October when registration wants to know who is going to pay IFTA Inc name will not let you complete. Debbie is going to contact Tammy and Claudia.

How many are not attending? All of our committee is attending.

Debbie says to register as an irp jurisdiction since that is all that is available.

Ifta is paying for flight, luggage, transportation and 4 hotel nights. Be there opening day till the end.

Tammy will send an email with the information to make the flight reservations. Debbie will see if they can get the email out right away.

Next meeting is August 5th.