



**APA New York Upstate Chapter Executive Board**  
**March 9, 2018**  
**Meeting Notes**  
**In-Person at SUNY ESF**

---

1. Roll Call
  - a. Attendees: Board Members – Joe Bovenzi, Mark Castiglione, Rich Guarino, Darren Kempner, Tom Knipe, Jim Levy, Christina McNerny, Felipe Oltramari, Jane Rice, Nicolette Wagoner
  - b. Excused: Jonathan Bleuer, Eve Holberg, Matt Ingalls, Kerry O'Connor, Ellen Parker, Andy Raus, Vicky Simon, Patricia Tatich
2. Approval of Meeting Minutes
  - a. Tabled until next meeting.
3. Additions/Changes to the Agenda
  - a. None
4. 2018 Chapter Conference
  - a. Tom and the conference committee are working on sessions, overall schedule and online conference registration.
  - b. Call for sessions (including ethics session) to come in April or May.
5. Projects in the Works
  - a. Updates from National
    - i. To come
  - b. Slate of Candidates
    - i. Jim discussed the known openings for board positions (Public Relations, Past President, Vice President) and encouraged anyone who is intending to stay on the board to let him know, also talk to other members about participating.
  - c. Budget Update
    - i. Board discussed approval of a \$2,000 advance to the Southern Tier section for chapter conference planning. In addition, some of the numbers in columns would need to shift to the "budgeted amount" column to match the appropriate rows. The Board adopted the budget with these changes.
    - ii. There was a request that the budget show total assets in addition to the restricted amounts for the Krasner and Stein Scholarships moving forward and that information be shared with the board; to be discussed further.
    - iii. Mark will ask Lynn at APA national about the reimbursement for Katie Evans's APA National conference registration.
  - d. PDO Update
    - i. No update.
  - e. Chapter Administrator RFP
    - i. Work group will review other RFPs with the goal of distributing early 2018.
  - f. 2017 Chapter Work Plan
    - i. To be discussed in 2018.
  - g. Newsletter

- i. No update.
  - h. Conference Call Options
    - i. No update.
- 6. Section Directors Updates
  - a. To come at next meeting.
- 7. Other Discussion Items
  - a. Next Meeting: Teleconference on May 17, 2018 at 10 am.
- 8. Adjournment at 4:00 pm (Holberg/Oltramari).