

**National Capital Area Chapter – APA  
Executive Board Meeting  
July 26, 2011; 6:40 PM**

USGBC  
2101 L Street, NW  
Suite 500  
Washington, DC 20037

**BOARD MEMBERS PRESENT:**

Renee Kamen, Bob Duffy, Robyn Eason, Bob Kuhns, Arlova Jackson, Laine Cidlowski, Douwe Wieberdink, Shannon Yadsko, Damon Orobona, Mauricio Hernandez, Harold Foster, Alan Hachey, Bill Washburn and Lilly Shoup.

**CALL TO ORDER**

Renée called the meeting to order at 6:40 pm.

**APPROVAL OF MEETING MINUTES**

Bob Duffy moved, seconded by Laine Cidlowski, that the Meeting Minute Treasurer Report would be removed from Meeting Minutes of June 28, 2011. NCACAPA Executive Board approved the Meeting Minutes of May 24, 2011 and June 28, 2011

**PRESIDENT'S REPORT**

Renée has to make some final changes to the budget, to reflect amounts to the Rail~volution joint event, and liability insurance. She also needed to fix a formula error.

Bob Duffy moved, Renée seconded, unanimously approved by the board, that NCAC increase budget savings for rainy days to \$15,000 or approximately one year of membership accounts.

**TREASURER'S REPORT**

Bob Kuhns passed around the NCAC-APA Checking report, and discussed the checking account and budget information.

**SECRETARY'S REPORT**

Since this is his first Board Meeting, Douwe has nothing new to say.

**PDO REPORT**

Arlova hands out the CM Events Credit Report for 2010. The total amount of credits that could be collected was 50 in 31 events.

**COMMUNICATIONS REPORT**

Laine is in the process of working to update the website. She will add the new board members' names. Also, visitors of the <http://www.ncac-apa.org/> website can now click the facebook 'like' button.

Within a couple of weeks Laine would like suggestions for the newsletter.

**OTHER BUSINESSES**

Rail~volution is happy to have an happy hour with us at the Mad Hatter the 16th, 17<sup>th</sup> or 18<sup>th</sup> of October, about 50-100 are expected. We still have to clarify if we need a contract and/or deposit with the Mad Hatter.

The board's bylaws will need to be updated to reflect the new position of a university representative. Damon will work on the wording of this section.

The next meeting of the NCAC-APA Executive Board will be on August 23, 2011, 6:30 p.m.  
Location: MNCPPC, Silver Spring

The meeting was adjourned at 20:15.

Respectfully submitted,

Douwe Wieberdink  
Secretary