

DAPA Council Meeting
March 13, 2017
2:00-3:00 PM
University of Delaware
176 Graham Hall

Meeting Summary

Participating: Gene Dvornick (President), Martin Wollaston (Treasurer), Leann Moore (Secretary), Kathy Murphy (Immediate Past President), Julia O’Hanlon (At-Large Member), Sarah Pragg (At-Large Member), Fiona Mulligan- by telephone (At-Large Member), and Eli Turkel (At-Large Member)

Minutes from February 2017 DAPA Council meeting

- Martin proposed an amendment to change the website cost and to show that we still plan to hold the awards dinner. – change was made
- Fiona proposed an amendment to show that we should use “our” networks in Kent and Sussex County.
- Sarah Pragg proposed an amendment to remove the second listing of “Awards Dinner.”
- A motion to approve minutes with the amendments meeting was made by Julia O’Hanlon and seconded by Eli Turkel.
- **Vote:** Unanimous approval

DAPA Council 2017

- Council discussed and reviewed the Council Duties document and made edits to split duties among new At-Large Council Members.
- Kathy suggested we delete the Past President responsibility of reviewing bylaws- this change was made.
- A motion to approve Council Duties with the amendment was made by Eli Turkel and seconded by Dan Smith
- **Vote:** Unanimous approval

Membership Report

- Sarah Pragg shared that there are currently 72 total members: 54 are ASAP and 18 DAPA.
- 1 person renewed DAPA membership last week.
- Gene is working on a welcome letter with Carl Luft for recruitment and membership renewal.
- **Action:** Sarah will send out a membership renewal reminder email.
- **Action:** Gene will draft and send letter to Sarah.

Treasurer’s Report

- Martin Wollaston noted that we do not have much revenue yet because it is the beginning of the year.
 - ASPA due check will come in this month.
 - DAPA dues will come in next few months, but the majority renewed in December and were captured in that report.
- \$1,023.06 was paid for Annual Dinner: full bill now paid.
- Website cost= \$254.23 (payment through November 2017)
- DAPA only account= \$2,077.68; ASPA account= \$4,188.49; Combined= \$6,266.17

- Savings Account= \$16,708, will stay that way until end of year, when interest will be captured.
- DAPA Operating Funds= \$5,990.80
- DAPA Scholarship Funds= \$10,716.80
- Gene noted that ASPA accepted our financial report.
 - Thanks to Julia O’Hanlon and Kelly Sherretz for auditing.
 - Sarah has shared on website.

Website Update

- Gene has sent Sarah and Eli a draft “Welcome Letter” to include on blog and website.
- Eli wrote some posts for the blog. From these Sarah will compile and send out with Gene’s Welcome Letter in newsletter.
- **Action:** The “Welcome Letter” from Gene will be posted on the website, blog, and in first newsletter.
- **Action:** Sarah will send out newsletter.

2017 Event Planning

- Public Service Week (May 7-13)
 - Gene is working on getting Proclamations from municipalities acknowledging Public Service Week.
 - Debbie and Fiona are willing to help put an event together on the Friday of Public Service Week.
 - Highlight/Spotlight a person each day during the week- post on Facebook and blog. Someone from:
 - State level
 - Local level
 - DeIDOT
 - State Planning
- Kathy noted that anything we do plan we should send to ASPA for them to advertise as well.
- Promote Third Thursdays
 - Third Thursdays (June, July, and August)
 - **Action:** Eli and Dan are planning to meet next week to discuss.
- Julia noted that after ASPA conference we can do a summary and give notable awards.
- Gene asked about presenting at Delaware League of Local Governments meeting.
 - **Action:** Gene will look into getting a few minutes to present at a meeting in the Fall.
- Leann is going to a Habitat Happy Hour in NCC to advertise and will send Gene dates for Sussex meeting.
- Martin noted that we will get a bill around \$44.50 for the safe deposit box for the bonds.
 - Kathy and Martin each have keys for the box.
 - We need to decide if someone else will be on the box, instead of Kathy.
- Kathy asked if we had a domain name. Sarah said we do and we need to keep paying.
 - **Action:** Sarah will look into when that deposit is due.
- The next meeting will be on a Monday, April 10, 2017, 2-4 PM in Graham 176.