



DATE: May 19, 2011

TO: APA Iowa Chapter Board Members

SUBJECT: Treasurer's Report and attachment

FROM: Rose E. Brown, AICP  
APA Iowa Chapter, Treasurer  
City of Council Bluffs, Community Development Department  
209 Pearl Street, Council Bluffs, IA 51503  
712-328-4629  
712-328-4915 (fax)  
rbrown@councilbluffs-ia.gov

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US Bank Account Balance, statement ending April 30, 2011:	<b>\$14,879.03</b>
Register Report, ending May 19, 2011:	<b>\$15,879.95</b>

Discussion Items:

1. The cost of appetizers for the All-Iowa reception at the national conference was paid by the Chapter, but split equally between APA Iowa, University of Iowa and Iowa State University. Both universities have reimbursed the chapter for their portion of the food costs.
2. University of Iowa and Iowa State University have submitted the required year-end report detailing the expenditure of the annual student sponsorship.
3. Quarterly financials were submitted to APA (national).
4. The second quarter dues rebate has been received. The annual CM provider fee (\$995.00) was deducted from the rebate.

Reports Presented for Board Review:

1. Register Report FY2011-current
2. Student Sponsorship report, University of Iowa
3. Student Sponsorship report, Iowa State University

Respectfully Submitted,

Rose E. Brown

A handwritten signature in blue ink, appearing to be 'REB' with a stylized flourish.

REB  
Attachments

**Register Report FY2011 - Current**  
10/1/2010 through 5/19/2011

Date	Num	Description	Memo	Category	Clr	Amount
<b>BALANCE 9/30/2010</b>						
10/1/2010	EFT	Baratta's Restaurant & Catering	Public Safety Luncheon	5150 Iowa APA Metro Pl...	R	-367.40
10/1/2010	DEP	Cash	luncheon reimbursement	Iowa APA Metro Planne...	R	310.00
10/1/2010	1316 ...	David R. Wilwerding	Transportation	5062 Travel	R	-44.35
			Food	5061 Travel	R	-213.00
10/15/2010	EFT	PC Nametag	2010 cardstock badges	5106 Event Expense - P...	R	-51.99
10/15/2010	EFT	State Sales Tax	State sales tax	Bank Charge	R	-1.05
10/15/2010		Service Charge		Bank Charge	R	-15.00
10/19/2010	DEP ...	Conference Sponsorships	RDG	4061 Sponsorship	R	300.00
10/22/2010	EFT	Copy Cat	2010 Conference programs	5106 Event Expense - P...	R	-660.19
10/25/2010	EFT	Office Depot	name tags and pointer	5050 Supplies	R	-65.70
10/26/2010	1317	Cash	2010 conference cash box	Conference Expense	R	-350.00
10/26/2010	DEP	APA National	2010 online registrations	4020 Event Registration...	R	12,423.50
10/26/2010	1318	City Of Pleasant Hill	ballot mailing/by laws	5107 Event Expense - P...	R	-185.24
10/26/2010	1319	MaryGrace Weber	2010 poster contest award	5705 Awards Paid	R	-350.00
10/26/2010	1320	Lorin Ditzler	2010 poster contest award	5705 Awards Paid	R	-350.00
10/27/2010	DEP	APA National	CPC grant first disbursement	4305 Grant Received	R	1,036.66
10/29/2010	DEP	US Bank	December 2009 Interest	Interest Inc	R	0.04
11/1/2010	DEP ...	2010 Conference Registration Inflow	Mail and onsite registrations	4020 Event Registration...	R	1,840.00
			Marvin Consulting	4061 Sponsorship	R	300.00
			Pety Cash Replacement	4023 Conference Miscel...	R	350.00
11/1/2010	DEP ...	2010 Conference Registration Inflow	Mail and onsite registrations	4020 Event Registration...	R	2,856.00
11/1/2010	EFT	Country Inn & Suite	2010 Bruce Knight lodging	5105 Event Expense - H...	R	-100.79
11/1/2010	EFT	Country Inn & Suite	2010 Eric Corey Freed lodging	5105 Event Expense - H...	R	-201.58
11/2/2010	1321	Kahler & Co. Specialties	2010 conference awards	5700 Awards Program ...	R	-913.56
11/2/2010	1322	Barley's	2010 conference reception catering	5100 Event Expense - R...	R	-3,476.43
11/2/2010	1323	William J. Ziegler	2010 conference reimbursement	5110 Event Expense	R	-160.00
11/2/2010	1324	Friends of the Union Pacific Railroad Mu...	2010 conference reception facility re...	5100 Event Expense - R...	R	-100.00
11/2/2010	1325	Aramark	2010 conference	5101 Event Expense - F...	R	-8,615.73
11/10/2010	DEP	APA National	2010 Q4 Rebate	4040 APA Dues Rebate	R	2,179.87
11/16/2010	1326	Eric Corey Freed	2010 keynote speaker	5105 Event Expense - H...	R	-580.30
11/16/2010	1327	Mid-America Center	2010 conference	5102 Event Expense - E...	R	-1,580.00
11/18/2010	DEP	APA National	2010 conference registration correcti...	4020 Event Registration...	R	306.50
11/19/2010	DEP	Office Depot	Return: unused conference supplies	4900 Other Inflows	R	12.71
11/30/2010	1328	University Of Iowa Urban And Regional ...	FY 2011 sponsorship	5200 Sponsorships Paid	R	-1,000.00
11/30/2010	1329	Iowa State University Community And Re...	FY 2011 sponsorship	5200 Sponsorships Paid	R	-1,000.00
11/30/2010		Interest Earned		Interest Inc	R	0.05
<b>BALANCE 9/30/2010</b>						<b>14,319.24</b>

# Register Report FY2011 - Current

10/1/2010 through 5/19/2011

Date	Num	Description	Memo	Category	Clr	Amount
1/3/2011	DEP	Susan Judkins	additional 2010 award payment	4900 Other Inflows	R	250.00
2/3/2011	1330	State Farm Insurance	insurance premium	5011 Professional Fees	R	-472.00
2/3/2011	1331	Lisa Crabbs	2010 conference reimbursement	5110 Event Expense	R	-45.00
2/28/2011	EFT	Hotwire	2011 National APA conference: Wilw...	5060 Travel	R	-674.69
2/28/2011	EFT	Delta Air	2011 National APA conference: D. ...	5062 Travel	R	-406.80
3/1/2011	EFT	USPS - Johnston Iowa	tax return postage	5042 Postage and Freight	R	-5.65
3/1/2011	1332	Community CPA & Associates	FY 2009 tax return	5011 Professional Fees	R	-900.00
3/1/2011	DEP	APA National	2011 First Quarter dues rebate	4040 APA Dues Rebate	R	1,818.21
3/1/2011	EFT	Norton Software	2011 Anti virus software	5050 Supplies	R	-69.99
3/18/2011	1334	American Institute Of Architects _ Iowa ...	Design Prof. at Legislature Day	5900 Other Outflows	R	-18.02
3/18/2011	1333	Lambert Evers Smoked Meat Co.	Board lunch: Design Prof. Day at Le...	5101 Event Expense - F...	R	-66.68
3/23/2011	EFT	Primary Source, Inc.	Table runner	5053 Supplies	R	-145.01
4/7/2011	EFT	Delta Air	2011 National conference luggage	5062 Travel	R	-25.00
4/7/2011	EFT	Drama Cab Inc.	2011 National conference	5062 Travel	R	-38.10
4/10/2011	EFT	Dillon's	2011 National conference reception	5101 Event Expense - F...	R	-531.25
4/12/2011	EFT	Delta Air	2011 National conference luggage	5062 Travel	R	-25.00
4/12/2011	EFT	Des Moines International Airport	2011 National conference parking	5063 Travel	R	-30.00
4/12/2011	EFT	Cab Company	2011 National conference	5062 Travel	R	-27.06
4/25/2011	1335	David R. Wilwerding	2011 National conference per diem	5061 Travel	R	-426.00
4/25/2011		Opening Balance Adjustment			R	-50.26
4/29/2011	EFT	Walgreens	stamps and envelopes	5042 Postage and Freight	R	-10.93
5/6/2011	DEP	APA National	2011 Second Quarter dues rebate	4040 APA Dues Rebate	R	1,572.76
5/19/2011	DEP ...	ISU and University of Iowa	University of Iowa	4023 Conference Miscel...	R	177.08
5/19/2011	DEP ...	ISU and University of Iowa	Iowa State University	4023 Conference Miscel...	R	177.08
<b>10/1/2010 - 5/19/2011</b>						<b>1,560.71</b>
<b>BALANCE 5/19/2011</b>						<b>15,879.95</b>
<b>TOTAL INFLOWS</b>						<b>25,910.46</b>
<b>TOTAL OUTFLOWS</b>						<b>-24,349.75</b>
<b>NET TOTAL</b>						<b>1,560.71</b>

**Rose Brown**

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**From:** Butler, Pamela L [pamela-butler@uiowa.edu]  
**Sent:** Thursday, May 05, 2011 9:21 AM  
**To:** Rose Brown  
**Cc:** Connerly, Charles; Caroline Brigham  
**Subject:** RE: \$1000 Check

Rose,

Per your e-mail below, following are the names of the students who received reimbursement with the \$1000 APA money and the conference that they are reimbursed for:

1. Zach Panoff Upper Midwest Conference, MN
2. Linnea Graffunder Upper Midwest Conference, MN
3. Nick Benson Upper Midwest Conference, MN
4. Eric Isaacs Upper Midwest Conference, MN
5. Michael Beach Upper Midwest Conference, MN
6. Caroline Brigham National APA Conference, Boston
7. Urvashi Chakraborty National APA Conference, Boston
8. Tyler Dvorak National APA Conference, Boston
9. Brittany Graham National APA Conference, Boston
10. Erika Skemp National APA Conference, Boston
11. Adam Plagge National APA Conference, Boston
12. Andrew Kass National APA Conference, Boston
13. Andrew Collings National APA Conference, Boston
14. Corey Fischer Upper Midwest Conference, MN
15. Erik Wilke Upper Midwest Conference, MN
16. Lorin Ditzler Upper Midwest Conference, MN
17. Jen Baker Upper Midwest Conference, MN

Again, per my e-mail below, each is receiving \$58.82 in APA money towards their trip and it is much appreciated!

Thanks Rose. Please let me know if you need anything else.

Pam

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## Rose Brown

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**From:** Johnston, Douglas [C R P] [dmjohnst@iastate.edu]  
**Sent:** Wednesday, May 18, 2011 8:13 AM  
**To:** Rose Brown  
**Cc:** dwilwerding@ci.johnston.ia.us  
**Subject:** RE: APA Iowa Student Sponsorship report

Rose,

Thanks again to the APA-IA Board and membership for continuing sponsorship of planning student participation in planning conferences. This spring we had 13 students (9 undergraduate, 4 graduate) attend the APA National conference in Boston. The \$1000 contribution from APA-IA was matched by the department through our gifts account, providing a total of \$154 per student toward the conference.

The following students attended APA National:

Stephanie Erwin  
Jasper Crutison  
Jesse Thomsen  
Akshali Gandhi  
Ivan Esquivel  
Taylor King  
Jake McCoy  
John Tracy  
Rucha Agnihotri

Jen Roberts  
Steve LeBedz  
Saifeng Wang  
Stephen Lauer

I was pleased by the efforts of the students to raise additional funds through weekly pizza sales and other activities and by their interest in attending the conference. We will actively encourage their participation in the fall conference as well as next spring's national conference.

Regards,

Doug

Douglas M. Johnston, PhD  
Professor, Department of Landscape Architecture  
Professor and Interim Director,  
Department of Community and Regional Planning  
Interim Associate Dean for Research and Graduate Programs  
College of Design  
Iowa State University  
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5/18/2011