

Minutes

APA Iowa Chapter Executive Board

March 14, 2011

10:00 AM

1. Call to Order:

President David Wilwerding called the meeting of the American Planning Association Iowa Chapter Executive Board to order at 10:05 AM in the City Council Chambers of the West Des Moines City Hall, 4200 Mills Civic Parkway, West Des Moines, Iowa.

2. Roll Call:

Present – Rose Brown, Champ, Connerly, Flynn, Gross, Hamlett, Jensen, Peterson, Schoon, Tallman, Taylor, Tiedemann, and Wilwerding

Absent – Richard Brown, Dirks, Johnston, Miller, Moore, Perkins, Ries-Miller, Russell, Thorsen, and Treharne.

3. Approval of Agenda & Minutes:

3.1 Approval of Agenda for Monday, March 14, 2011

Moved by Hamlett to approve the meeting agenda. Seconded by Peterson. Motion passed.

3.2 Approval of Minutes of January 21, 2011

Moved by Peterson to approve the minutes. Seconded by Taylor. Motion passed.

4. Introduction and Welcoming of any Guests/Others:

Wilwerding welcomed Melissa Tiedemann as the new Chapter Development Chair appointment. Tiedemann currently works as part of the brownfield team in the Coralville office of Stanley Consultants.

5. Discussion Items:

5.1 Approve the appointment of Melissa Tiedemann, Chapter Development Chair

Motion by Hamlett to approve the appointments. Seconded by Gross. Motion passed.

5.2 APA Iowa Chapter FY 2010 Work Plan

Wilwerding presented and reviewed the FY 2010 work plan with updates for the Chapter. The program is divided into six categories: Chapter Development, Professional Development, Outreach/Advocacy, Policy and Legislative, Recognition/Awards, and Public Relations/Communications.

Chapter Development:

Wilwerding shared that Russell is leading a subcommittee on chapter development and they are discussing a chapter only membership category. Tiedemann will now be available to help lead this effort with her new appointment as the Chapter Development Chair. Wilwerding is working to install an at large appointment related to a young professionals group. He will also be sending a welcome letter to new members and Hamlett is working on a membership survey.

Professional Development:

Taylor will continue to support planning commissioner trainings around the state. The CPC training grant relating to smart planning is moving forward. Lunch and Learn meetings have continued to occur in the Des Moines area and the materials are available for use in other parts of the state – but the effort needs organizers in the other corners of Iowa. The concept of adding a regional lunch and learn activity to the traveling Board meetings continues to be supported.

Outreach/Advocacy:

Wilwerding described the importance of continuing a relationship with CoZo, IARC, AIA, ASLA, and a new flood plain managers group. Design Day at the Hill is an example of partnering between allied groups. The Iowa Department of Natural Resources has awarded a large grant for the floodplain managers group and they are looking for a fiscal agent and approached APA IA. Wilwerding offered partnering possibilities, but APA IA is not a large enough entity to handle a sizable reimbursement grant.

Policy and Legislative:

The Chapter will continue to need to track and comment on legislation. It may be appropriate to develop a standing legislative committee. Wilwerding stated that Paul Barnes from Sioux City will be the Policy Guide Delegate for the APA National Conference in Boston. Peterson discussed the possible need for a legislative platform for the Chapter, though it would be difficult given the diversity on the membership. There was Board consensus to explore developing a platform.

Recognition/Awards:

Wilwerding stated that Cedar Rapids has received an award from National for some of their post flood recovery work. Next year will be a FAICP nomination year and the Board will need to consider whether to make a nomination. The poster contest and awards program will be continuing.

Public Relations/Communications:

Wilwerding commented on the great job that Kate Dirks is doing keeping up the new Facebook account. Perkins and Miller are also continuing their important efforts on the newsletter and the website. The State Fair photo contest is continuing and the events calendar on the website now has many entries.

Motion to approve the work plan by Peterson. Seconded by Jensen. Motion passed.

6. Officer Reports:

6.1 President

Wilwerding has worked to reserve space at a restaurant about a block and a half from the conference for an all Iowa reception in Boston during the National conference. There are currently over 70 Iowa attendees registered including about 25 students. Motion to approve a partnering sponsorship of the reception event with the Iowa State and Iowa planning programs in an amount not to exceed \$250 by Peterson. Seconded by Taylor. Motion passed.

6.2 President – Elect

No report.

6.3 Immediate Past President

Peterson presented Wilwerding with some research on young professionals.

6.4 Secretary

Champ discussed the upcoming work by Russell and the membership committee .

6.5 Treasurer

Rose Brown reviewed the Treasurer's Report, taxes, and financial report. Moved by Jensen to receive and accept the reports. Seconded by Hamlett. Motion passed.

7. Program Area Reports:

7.1 Professional Development Officer

Taylor noted that turnout is low for the Planning and Zoning training events so far. This could be due to the switch to annual trainings.

7.2 Awards Program

Hamlett is working on a survey to be discussed later in the agenda.

- 7.3 **Communication**
Wilwerding appealed for the continued efforts on submission of articles for the newsletter and website.
- 7.4 **Legislative**
Gross distributed and reviewed a list of bills that have made it through the first funnel. The Board members will head to the Capitol after the meeting for participation in the Design Professionals Day open house from 2:00 to 4:00.
- 7.5 **Leadership, Networking & Professional Development**
No report.
- 7.6 **Advocacy, Outreach and External Voice**
Huey has sent out a request for sessions for the Fall conference. The Board will meet in Davenport for the next meeting to review the conference location. Flynn is working to add a lunch and learn to that event.
- 7.7 **University Relations / Reports from Student Representatives**
Connerly reported that the University of Iowa recently took fifty students on a two day trip to Chicago to tour former and current public housing projects. The University has also developed a two year agreement with the City of Dubuque for a sustainability program made up of half planning students and half engineering students.
- 7.8 **COZO Report**
No report.
- 8.1 **Discuss Membership Survey**
Hamlett discussed and presented a draft membership survey. The draft contained multiple sections on demographics, chapter activities, conferences, education, and involvement. The Board will continue to work with Hamlett on this effort.

The meeting adjourned at 12:30 pm.