

Minutes

APA Iowa Chapter Executive Board

May 20, 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 10:00 AM in the Illinois Room of the River Center, 136 East Third Street, Davenport, Iowa.

2. Roll Call:

Present – Champ, Flynn, Hamlett, Jensen, Johnston, Lynch, Peterson, Russell, Soglin, Taylor, Tiedemann, and Wilwerding

Absent – Rose Brown, Richard Brown, Connerly, Dirks, Gross, Miller, Moore, Perkins, Schoon, Tallman, Thorsen, and Treharne.

3. Approval of Agenda & Minutes:

3.1 Approval of Agenda for Friday, May 20, 2011

Moved by Jensen to approve the meeting agenda. Seconded by Taylor. Motion passed.

3.2 Approval of Minutes of March 14, 2011

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

4. Introduction and Welcoming of any Guests/Others:

Wilwerding welcomed Chris Shires from the City of Des Moines and Greg Beck from the City of Bettendorf. Both are part of the committee working on the Fall conference.

5. Discussion Items:

5.1 Approve the appointment of Amber Lynch, Board Member At Large

Wilwerding noted that Lynch is a 2009 graduate of Iowa State University with a Masters in Community and Regional Planning. She is currently a neighborhood planner for the City of Des Moines. Motion by Hamlett to approve the appointment. Seconded by Flynn. Motion passed.

5.2 Report from Membership Committee

Russell presented and highlighted a written report from the fifteen member committee on membership. The group has been working to understand the existing and potential benefits to membership. Key points included the expansion of AICP preparation assistance and broadening the lunch and learn programs. There was also strong interest in the possibility of promoting a chapter only membership category. Wilwerding and the Board expressed mixed feelings on chapter only membership. Peterson noted the possibility of advertising a chapter only membership to commissioners. The Board consensus was to ask the committee to continue to explore the chapter only membership. Discussion was also had on the possibility of including AICP information discussions during the fall conference.

5.3 Discuss Newsletter Enhancement Ideas

Wilwerding shared that Carissa Miller has received feedback on the newsletters and has ideas about new additions to future issues. She is looking into recurring columns and features on particular planning issues. She will be presenting these ideas to the Board at the next meeting.

6. **Officer Reports:**

6.1 President

APA Great Places in America

Wilwerding noted that the program is going into its fifth year and Iowa is one of a handful of states yet to have a designated Great Place. Gray's Lake in Des Moines and the Gold Coast Historic Neighborhood in Davenport have both been forwarded for potential consideration. Both have been reviewed by APA National as eligible for a full formal submission. Motion to endorse both projects and direct the President to send letters of support to APA National by Jensen. Seconded by Hamlett. Motion passed.

Chapter President Leadership Council Meeting

Wilwerding provided materials related to the Blue Ribbon Task Force recommendations. The group has dropped its previous recommendation to align the elections of all chapters. They are recommending that chapters maintain reserves equal to one year of operating expenses. The Task Force has also put forward a recommendation to modify the fee structure for chapter memberships to a percentage of the national dues. Some chapters are already doing this. Wilwerding also shared copies of the legislative advocacy report and the new development plan for the next two years for APA National. A new FTP site has been set up by National for use by chapters to store their electronic records.

6.2 President – Elect

No additional items.

6.3 Immediate Past President

No Report.

6.4 Secretary
Champ offered assistance to Russell on the next steps of the chapter only membership research and commented on the FTP site.

6.5 Treasurer
The Board reviewed the Treasurer's Report, taxes, and financial report.
Moved by Russell to receive and accept the reports. Seconded by Hamlett. Motion passed.

7. Program Area Reports:

7.1 Professional Development Officer
Taylor noted that two members took the AICP exam in November and both passed. It will be a while before anything is known about the May exam. He also explained that the CPC grant project is moving along.

7.2 Awards Program
Hamlett stated that the national award for Cedar Rapids was in the newsletter and the APA you tube channel has a video of the project. She will work to get a link on the website. Jill Wanderscheid will be running the student poster contest again and Hamlett will be arranging the state fair photo contest.

7.3 Communication
No Report.

7.4 Legislative
Wilwerding and Taylor noted that any planning related legislation is currently gone, but budgetary issues remain and planners should still be watching for 11th hour insertions.

7.5 Leadership, Networking & Professional Development
Hamlett noted that she will be working with Ryan Moffitt to find a replacement for Jessica Clinton who has moved to Colorado. Clinton and Moffitt have worked to arrange the last several lunch and learns in Central Iowa.

7.6 Advocacy, Outreach and External Voice
Flynn saved his remarks to share on the conference facility tour following the meeting.

7.7 At Large Representatives Reports
Wilwerding has added these additional sections to reflect a full Board, there was no report.

7.8 Chapter Development
No report.

7.9 Planning Board Report
No report.

7.10 University Reports and Student Representatives Reports
Soglin shared that the students continue to have concerns about job placement. Currently just three of the twenty one graduating students have found jobs. She is looking into ways to keep students informed in their interim status following the expiration of their student e-mail addresses.

Johnston reported on a conference that both he and Connerly attended for planning school administrators. Accreditation issues are intensifying and AICP pass rates are being reviewed along with positions that graduates hold. He added that most students have found internships and that undergraduate placement is fairly good.

7.11 COZO Report
Moore is attending the COZO conference.

8.1 APA Iowa Work Plan
Wilwerding noted that the approved work plan was in the packet again and that program area leaders should be working on their focus topics.

8.2 Discuss FAICP Candidates
Wilwerding provided a list of eligible chapter members holding at least 15 years as an AICP member. Someone close to one of the candidates would need to do the bulk of the work on the nomination. The Board reviewed the list and suggested the possibility of Gary Lozano. Peterson will discuss the topic with him.

8.3 Discuss Fall Election Scheduling and Candidates
The Chapter Secretary and Chapter Treasurer positions have term limits and both positions will be up for the election cycle this Fall along with the Vice-President position. Russell will be in charge of the election process and will be assembling a nomination committee along with a teller committee. The races do not have to be contested.

8.4 Tour of Conference Facility
The meeting was adjourned at 11:30 for a tour of the River Center and conference facilities. The July meeting will be held in Coralville.