

**Minutes**  
**EXECUTIVE COMMITTEE**  
**of the**  
**COUNTY PLANNING DIVISION of APA**  
**Conference Call on August 20, 2009**

**Call of Order:** Dennis Sandquist called the meeting of the CPD Board of Directors to order at approximately 3:40 p.m. EST.

**Roll Call:** The roll call verified the following attendance:

**Board Members Present:** Dennis Sandquist, Charlie Compton, Judy Francis, Frank Miles, Mike Kayes, and Keith Cubic

**Board Members Absent:** Joe Scorcio, Mike Harper, and Robert Hill

**Staff Absent:** James Davenport

**Minutes:** Keith Cubic moved for approval of the minutes of March 12, 2009, as presented. Charlie Compton seconded the motion, which passed unanimously. Charlie Compton moved for approval of the minutes of the April 27, 2009, annual meeting, as corrected. Keith Cubic seconded the motion, which passed unanimously.

**Finance Report:** Dennis Sandquist presented the financial report for Mike Harper, who was absent. Dennis indicated that the Division has an existing balance of revenue over expenses of \$4,138.62. Charlie Compton moved for approval of the financial report, as submitted. Keith Cubic seconded the motion, which passed unanimously.

**2010 National Conference Session Proposal Selection:** Judy Francis reminded everyone that this year, each Division only receives one by-right conference session. Judy lead a review of the four conference session proposals submitted for consideration by the Division. The group agreed that all four proposals were good ideas but that the DeKalb County, IL, proposal for “Siting a Wind Farm” was the most timely and sure to be a big attendance draw. The group agreed that the “EnVision Your County’s Future: an Alternative for a Citizen-Based Land Use Plan” could also be a good session, but that the urban Land Institute’s Reality Check exercise on which it is based may be dated. Dennis Sandquist suggested that perhaps one of the two sessions proposed by James Davenport could be adapted to be presented as a AICP Certification Maintenance webinar as each Division is required to provide at least one CM credit opportunity separate from the annual conference. Judy Francis made a motion that the Division select “Siting a Wind Farm” as its bi-right conference session and that the Division recommend that APA staff give strong consideration to including “EnVision Your County’s Future: an Alternative for a Citizen-Based Land Use Plan” as a conference session.

**2010 National Conference Annual Meeting Options:** Dennis Sandquist indicated that the division's options for its annual meeting were limited to four times: 1) Sunday lunch; 2) Monday morning before 7:00 AM; 3) Monday evening after 6:30 PM; or 3) Tuesday morning before 7:00 AM. After further discussion, Charlie Compton moved that the Division conduct its annual meeting on Sunday, April 10, 2010, from 11:45 AM to 1:00 PM. Judy Francis seconded the motion, which passed unanimously.

**Website Update:** Judy Francis provided the group an update on the status of the APA website. She indicated that the welcome page, newsletters, financial reports, and meeting minutes have all been updated.

**AICP CM Credit Workshop:** Dennis Sandquist indicated that APA has a new requirement that each Division must offer one AICP CM course separate from the annual conference. The group further discussed the possibility that either the "Key Tools for a Sustainable Community" or the "Cost of Wildfire" session proposal submitted by James Davenport could be adapted to a webinar format. The group indicated that they felt that NACO has the necessary technology and expertise to deliver a successful webinar and that the discussion should continue at a future date when James Davenport can participate.

**Division Technology Survey:** Dennis Sandquist referenced the Division Technology Survey, which was conducted by the Technology Division on behalf of the Divisions Council. The purpose of the survey was to document how the Divisions are using technology to communicate with their members. The group discussed the idea that the Division should consider implementing a technology such as Facebook or LinkedIn to communicate with our members. Frank Miles indicated that he will have a staff member working on this topic for his Department and that he could also further research this for the Division.

**Other Business:** Dennis Sandquist mentioned that the APA Fall Leadership meeting will be held in Washington DC on October 2<sup>nd</sup> and 3<sup>rd</sup> and asked how important it is for the Division to be represented. Charlie Compton indicated that it is vitally important that the Division be represented at the Division Council meetings. Dennis Sandquist indicated that he will attend.

**Next Executive Committee Meeting:** 2:00 PM EST, October 22, 2009

**Adjournment:** The meeting was adjourned at approximately 4:15 PM EST.