# MINUTES
# EXECUTIVE COMMITTEE OF THE
# COUNTY PLANNING DIVISION OF THE APA
# Teleconference Call on February 14, 2012

1. Call to Order
Chair Judy Francis convened the regular meeting at 2:01 pm (Eastern Time).

2. Roll Call
Members present were Judy Francis, James Davenport, Robert Hill, Tim Brown, Keith Cubic Royce Maniko (arrived late) and Joe Scorcio. Charlie Compton, Mike Harper, Dennis Sandquist, Mike Kayes, were excused. A quorum was confirmed.

3. Minutes
Hill moved to approve the minutes of the December 13, 2011 meeting. Davenport seconded and the motion was unanimously approved.

4. Finance Report
Francis presented the latest CPD financial report which Treasurer Harper had distributed before the meeting. He was unable to participate today, but asked for any outstanding or anticipated bills to be forwarded to him. Current balance is 2503.72. Concern was expressed over projected expenditures against anticipated revenue. Scorcio moved and Cubic seconded to accept the financial report. Motion was approved unanimously.

5. Annual Conference
Davenport, Brown, Francis, Cubic, Compton, Hill and Scorcio plan to attend the conference in L.A. Chair Francis and Vice-Chair Brown should attend leadership training if possible. Joe will coordinate informal dinners on Saturday and Monday evenings for those attending. Since APA hasn't confirmed hotel food information, we cannot finalize Annual Meeting expenses. A conference call meeting will be needed in March to confirm expenditure and awards winners. Annual meetings are at 11:45 on Sunday, April 15th.

6. Awards Program
Brown indicated that he had received 12 applications and is confirming all the checks. He will forward to Treasurer Harper for depositing as soon as they have all been received. There was discussion of credit card and PayPal programs. Francis will discuss overall issue with Harper. Davenport will check with the possibility of a NACO option. The Committee reviewed the award options to determine which etched type (glass or acrylic) and at which price. Tim will arrange for a PowerPoint screen shot of the award winners at the conference and/or a presentation.

7. Divisions Council - Chapters Presidents Council
Francis indicated that she will be attending a Divisions Council - CPC meeting on Saturday in LA at 1:30. CPD Committee members were encouraged to attend. Francis indicated that the joint meeting with CPC has been changed into a task group working on a white paper on collaboration instead of working on the existing work programs and issues. The meeting will focus on the collaboration issues identified by the task force.

8. Other Business
Francis is still looking for a membership and website coordinator for CPD. Hill advised that next newsletter deadline is March 15th and can cover LA events and award winners. CPD is looking for a planner to recognize in the next issue.

Brown will arrange through Susan Turner at APA for a March 5th conference call at 2:00 eastern for awards jurors.

9. Schedule Next Executive Committee Meeting
Francis advised that the next regular teleconference meeting would be March 7, 2012 at 2:00 pm (Eastern Time). The Joint Annual meeting will be on Sunday, April 15th at the APA conference.

10. Adjournment
The CPD meeting was adjourned at 2:52 pm.