

MINUTES
EXECUTIVE COMMITTEE OF THE
COUNTY PLANNING DIVISION OF THE APA
Teleconference Call on June 13, 2012

1. Call to Order

Chair Judy Francis convened the regular meeting at 2:03 pm (Eastern Time).

2. Roll Call

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

3. Minutes

Kayes moved to approve the minutes of the April 15, 2012 Joint Annual Meeting. Brown seconded and the motion was unanimously approved.

4. Finance Report

Treasurer Harper presented the latest CPD financial report which had distributed before the meeting. He indicated that the 3rd quarter reimbursement of \$675.00 had just arrived so that the current balance was \$528.54. He indicated that the cost associated with the Fall Leadership meetings would be taken out of the next fiscal year and after at least one more reimbursement check from APA. He noted that monthly service fees were still being charged, and the reimbursements were still coming quarterly instead of in real time. APA has indicated changes in both areas though neither has been implemented yet. Francis and Harper both indicated concern over long-term financial conditions if membership doesn't increase. The economic conditions are having a noticeable impact on county planners. Scorcio moved and Maniko seconded to accept the financial report. Motion was approved unanimously.

5. APA Annual Conferences

Francis advised the need to immediately complete the information and names associated with the pictures of the award winners for the newsletter. It is ready to go after that. Brown agreed to serve as Conference Session Coordinator for the 2013 Conference with assistance from Sandquist since it will be in Chicago. Sandquist has local knowledge that will be very helpful, particularly with identifying potential sponsor contacts.

It was discussed that Session Recruitment can begin immediately in advance of the APA schedule so that the Board will have a chance to consider options. Francis indicated a strong preference to working on the Divisions Initiatives in recruiting potential sessions (aging in place/changing demographics issues). She volunteered to review the session "ask" before the email is sent.

Discussion ensued regarding presenting the CPD session on open space economics from the APA Conference as a webinar. CPD is required to provide one webinar to meet its obligations to the consortium. Scorcio will contact the other presenters and see if they are interested, and will coordinate through Brown.

6. Other Business

Francis indicated that she will be following up with one potential Membership Coordinator lead identified at the Annual Meeting. If not, then we need step up the efforts to recruit a coordinator. Brown indicated that he will follow up on the sponsorship recruitment as part of the 2013 APA conference efforts. He requested ideas and leads.

Francis asked about the board member's involvement in state chapter conferences. The Chapter Presidents Council and Divisions Council have agreed to support Division presentations at state conferences. In addition to sessions, Francis would like to see a CPD recruitment brochure, perhaps based on the NACP brochure, to hand out at state conferences. She also asked for input on the 2013 Work Plan, in addition to all the tasks already in the works. She asked for additional ideas, suggestions or comment be sent to her by the end of July. She also indicated that she would be attending the APA Fall Leadership Meetings in D.C. on September 30th -October 2nd.

7. Schedule Next Executive Committee Meeting

Francis advised that the next regular teleconference meeting would be Tuesday, August 14, 2012 at 2:00 pm (Eastern Time).

8. Adjournment

The CPD meeting was adjourned at 2:58 pm.