

# Minutes

## EXECUTIVE COMMITTEE of the COUNTY PLANNING DIVISION of APA

Conference Call on November 5, 2008

**Call of Order:** Charlie Compton called the meeting of the Executive Committee of the County Planning Division of APA to order at 2:22 p.m. EST.

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

**Executive Committee Members Present:** Charlie Compton, Dennis Sandquist, Angela Harper, Joe Scorcio, Mike Harper

**Other Division Members Present:** Keith Cubic, Mike Kayes, James Davenport, Robert Hill, and Julio Iturreria

**Minutes:** Joe Scorcio moved for approval of the minutes of August 21, 2008. Dennis Sandquist seconded the motion which passed unanimously.

**Membership:** Charlie Compton stated that the October 13<sup>th</sup> APA report showed the Division membership had reached 180. He noted that he and Joe have copies of the actual Excel version of the membership list if anyone ever needs it. Angela was encouraging the use of the membership list for increased communications for different purposes. Charlie asked Dennis if he would send an e-mail to everyone describing the procedures to use in sending an e-mail to the entire membership. Dennis also reminded everyone that APA does not want us to send communications with everyone's e-mail address attached. He also noted that some will come back as bad addresses. Joe said that APA would like for us to inform them of those "undeliverable" addresses. It was decided that everyone would forward those bad addresses to Joe so that he could uniformly communicate that information to APA.

**Finance Report:** Mike Harper outlined the expenditures and receipts since the last meeting, noting that we need to exceed a \$4000 balance to avoid the monthly ten dollar bank fees. Dennis noted that the Divisions Council wanted a balance of no more than two-years of membership dues. It was then determined that a new division of our size has little working room between those two figures. Charlie then reviewed some of the penalties being proposed for Divisions with excessive balances. The members also attempted to understand the expected flow of rebates.

Dennis Sandquist moved to accept the Finance Report as submitted by the Treasurer that closed out the past fiscal year with a balance of \$2918.91. Joe Scorcio seconded the motion which passed unanimously.

Joe Scorcio moved to accept the first Finance Report of the new year (as of October 13, 2008) as submitted by the Treasurer with a balance of \$2908.91. Dennis Sandquist seconded the motion which passed unanimously.

**To Do Items:** Charlie asked if the draft newsletter was acceptable to send to the membership. It was decided that it was ready to go.

**A Report from the Task Force on Divisions' Future – "Rethinking Division":** Charlie used this report the brief the Executive Committee on what was the key item of discussion for Divisions at the 2008 Fall Leadership Meetings in Washington, D.C. He summarized the motivation behind each of the recommendations. There was time taken for extra discussion of those recommendations that could directly affect the County Planning Division. Much of that time involved the possible changes in the allocation of Conference "by-right" sessions.

**Divisions Council Membership Committee Report:** Charlie stated that the topic above took so much time that there was no opportunity for the Committees of the Divisions Council to make report. He explained that he included this report because he felt his Committee had come up with some excellent suggestions for membership, and thought our Division might want to consider implementing some of them on our own. There was particular interest in how to implement the contact with all new members.

**County Planning Division Annual Work Plan:** Charlie noted that this topic is an action item on the agenda. After a brief discussion Mike Harper moved for approval of the Work Plan. Joe Scorcio seconded the motion and the members approved unanimously.

**Next Executive Committee Meeting:** The election schedule was discussed as a key issue for the timing of the next meeting. Avoiding conflicts where possible it was decided to hold the next conference call meeting on Wednesday, January 14, 2009, at 2:00 p.m. EST.

Charlie Compton thanked the members for the great discussions at this meeting of the Executive Committee of the County Planning Division, which was adjourned at 3:48 p.m. EST.