

MINUTES
EXECUTIVE COMMITTEE OF THE
COUNTY PLANNING DIVISION OF THE APA
Teleconference Call on October 9, 2012

1. Call to Order

Chair Judy Francis convened the regular meeting at 2:04 pm (Eastern Time).

2. Roll Call

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

3. Minutes

There were a couple of minor typo changes in the draft minutes. After discussion, Brown moved and Sandquist seconded to approve the August 14, 2012 minutes as corrected. The motion was unanimously approved.

4. Finance Report

Treasurer Harper separately submitted his report, but could not attend the meeting. Francis has submitted reimbursement for the Fall Leadership meeting, to be paid out during next quarter. APA is now doing all the checks, but the CPD Treasurer has a review and approval role. Scorcio moved and Tim seconded to accept the financial report. Motion was approved unanimously.

5. Fall Leadership Meetings

Francis provided her report on the Fall Leadership meeting. Dave Gattis from Divisions' Council is now working on Executive Committee, and working on leadership succession planning.

Divisions and Chapter Presidents Task Force re-chartered to continue working on joint initiatives. APA looking for 5 Divisions and 5 Chapters to work on livability program track at Chicago. Judy did not volunteer CPD, but had indicated a willingness to review, contribute or look at materials.

APA is projecting a 5% increase in membership for all Divisions next budget cycle. Draft Council budget has largest percentage allocated to travel for leadership (4 meetings per year), so the discussion focused on what benefits do the division members actually get if leadership is spending the money. Travel budget was reduced slightly to help with recruitment efforts. The Indigenous Planning Division is officially disbanded; with their balance of \$5000 held in escrow in event they have other opportunities.

Division work plans are due Nov 15th. Forms expected to be available on-line in next few weeks. The Student Division Council had a meeting in Georgia and is exploring social media methods. APA Legislative group is working on talking points on new omnibus transportation bill, MAP21. Davenport provided a brief background and offered to have NACo staff present more detailed information. The other legislative issue is hydro-fracking. Expect a facilitated discussion on Chicago. Sustainability Division was approved after lengthy discussion provided they get to 300 members within 3 years. While unanimously approved, there were concerns about drawing away from other divisions.

6. Upcoming Division Election

Cubic provided a recap of the election process. All three officer positions are up for election in 2013, 2 year terms; President-Elect, Treasurer, and Secretary. Election must be completed by February 2013. APA needs names of nominating committee. Cubic, Sandquist and Compton volunteered to serve as Nominating Committee. Cubic will develop a schedule to meet APA requirements. New positions take effect at the APA Conference in Chicago.

7. Other Business

Nelms, the new Membership Coordinator provided an update on membership recruitment. Has sent a reminder notice to those expiring in September and gotten some positive feedback. She plans to do that each month as she gets the membership report from APA.

Francis provided an update on APA Annual reporting requirements. By the end of October, she needs ideas for how to raise additional revenue for the Division in 2013, plus new initiatives, if any, that the Division could or should undertake. She wants to take on larger awareness efforts with Divisions' Council and the greater APA membership. Both are needed to raise the profile of the CPD in the year ahead.

Francis provided comments on the draft brochure for the Division that Mike Harper provided. She would like to see a CPD specific recruitment brochure, perhaps based on the NACP brochure, to hand out at state APA conferences and such. Scorcio indicated that his state conference is this week, and was advised that it is not ready yet. Francis said everyone needed to get comments to Mike Harper very soon.

Brown provided an update on the 2103 Annual Conference. No official word yet. Annual CPD meeting and Joint Awards presentation has been requested for Sunday (10:30 to 11:30), and he submitted the facilitated discussion on Green infrastructure for Monday (9:15-10:30). Joint meeting with NACP will be off site and separate from the CPD Annual Meeting. So far, no luck with sponsorship requests yet.

8. Schedule Next Executive Committee Meeting

Francis requested a special meeting on Tuesday, November 13th to review the 2013 work program. The next regular teleconference meeting would be Wednesday, December 12, 2012 at 2:00 pm (Eastern Time).

8. Adjournment

The CPD meeting was adjourned at 2:55 pm (Eastern Time).