



American Planning Association  
**Kansas Chapter**

*Making Great Communities Happen*

## **KS APA Executive Committee Conference Call minutes, August 9, 2010, 3:30 pm**

**Attendance** -Annie Driver, Chad Bunger, Chris Gorney, Erin Ollig, Lisa Koch, Megan McFarland, Nick Schmidt, Nancy Scott, Sara Copeland, Steve Zilkie, Thomas Dow

**Absent** - Greg Czaplewski

### **I. Conference Registration (Sara)**

- A. Registration Update-** 13 people total have registered: 2 registered for AICP workshop, 7 registered for mobile workshops, and 1 registered for Flint Hills tour. 22 rooms are booked at the Holiday Inn at present- this is out of 50 rooms that will be held until September 20. Megan will begin trying to coordinate student volunteer and get people to sign up. Nick mentioned he would like one or two volunteers to assist with AICP prep session. Chad will work on places to assign student volunteers. Thomas asked about placing a cap on the number of volunteers again - Agreed that this is preferential.
- B. Social Events (Annie)** - Annie discussed tentative budget for Weds and Thurs night social events. Weds night is planned as meet and greet reception at hotel and Thurs night is planned for Watch Party/game night/tailgate party at K-State Alumni Center. Main items Annie wanted discussion on is whether to give out drink tickets again and, if so, how many for each night? One or two? Consensus was agreed to that budget looked good and plan on handing out two drink tickets per night. No motion taken. Annie and Megan will go ahead and make plans to reserve Alumni center and book caterer for Thurs night. Will also use budgeted money to buy raffle prizes for Thurs night party.
- C. Other Updates (Chad)**- Chad has checked into lunches and snacks for both days at the hotel and picked several different options, including vegetarian lunches. The total for lunches and snacks came to \$60/person for both days. Nancy brought up the suggestion that for next year we should look into being more environmental friendly in conference preparation when it comes to food, drinks, recycling, etc. Chad said he would look into the hotel's policies on containers and recycling. Nick mentioned CM submissions are nearly complete and are ahead of last year in regards to getting credits approved- we should know by the end of August this year.

**II. Chapter Budget (Sara)**- Reviewed FY2010 Chapter budget with YTD expenditures. Sara and Steve are beginning the process of developing the FY2011 budget to present at Annual meeting. Suggestions for what we want to spend money on next year are welcomed. Steve suggesting adding line-items for 2010 revenues.- he has not yet received Kansas City Section rebate. Nick mentioned we would like to have AICP prep session in the Spring too, prior to the May exam. One item that will be cut in the FY2011 budget is the Audio/Web Conferences since Chapter is now participating in the Chapter consortium of online webinars. FAICP nominations are only every other year, so this will also be excluded in FY2011.

**III. CPC Grant Application (Sara)** - Emailed out draft of grant application proposal. Since the June board meeting, she added a section for facilitator cost. Asked for email feedback from board after reviewing this application proposal. Deadline to submit the application for this is by the end of August. Sara mentioned she has gotten several suggestions for facilitators from Texas APA chapter, but is looking for other suggestions.

### **IV. Other items (Sara)** -

- A. Elections-** Annie did not receive any nomination petitions. Email ballot will be sent out next Monday, August 16 and elections will run through August 31<sup>st</sup>. Outcome to be announced September 1<sup>st</sup>.

**B. Galloway Lecture-** Next lecture September 9<sup>th</sup> is Elizabeth Plater-Zyberk at 7:00 pm at Oread Hotel, Lawrence. A Kansas City lecture will not take place.