



American Planning Association
Kansas Chapter

Making Great Communities Happen

KS APA Executive Committee meeting minutes, Lawrence, KS, Oread Hotel, June 18, 2010, 11:30 am

Attendance -Annie Driver, Chad Bungler, Chris Gorney, Bonnie Johnson, Erin Ollig, Lisa Koch, Sara Copeland, Steve Zilke, Nick Schmidt

Absent -Greg Czaplewski, Nancy Scott, Megan McFarland, Thomas Dow

I. KC Section Relations (Sara)- As part of a continued effort to improve relations with the KC Section, the KS and MO Chapter presidents are pursuing a Best Management Practices (BMP) Manual that would address ways to pursue better collaboration between the KS Chapter, MO Chapter, and the KC APA Section and resolve internal issues involving communication, sponsorship relationships, programming, and accountability to the Chapters. The KS Chapter is pursuing a grant with APA that would help fund leadership training retreat and to hire a facilitator who would lead this retreat to work on elements of the BMP Manual. The grant would fund a leadership retreat and hire a facilitator to allow for collaboration on goals and work elements of the Manual. Key dates for the BMP Manual development: Oct 2010- Survey other Chapters/Sections; Nov 2010- Identify facilitator; Nov/Dec 2010- Key person interviews; Jan 2010- Survey Section members; Feb 2011- leadership retreat; Mar/Apr-2011- Draft BMP Manual; present draft BMP to CPC for discussion and feedback; and May 2011- Distribute BMP Manual. Executive Committee members to all review grant application outline and offer feedback to President.

II. Treasurer's Report (Steve)- Steve presented expenses. Nick mentioned that as part of conference he would like to do the AICP session differently this year. Rather than having a panel of speakers, he has asked Chris Dunn and Mark White to assist with preparing an intense double session that would address all major components. Lisa made a motion to revise the line item for "PDO travel/registration" to "PDO resources" in order to allow Nick to better plan AICP prep session and pay for resources for this session. (Erin seconded): **All voted in favor of motion and none abstained.**

III. Chapter Elections (Sara): Schedule of elections,

- a. Nominations Committee selected- Sara, Kassie Shelton, and Monty Wendel
- b. June 15- July 19 - Nominations period; has been announced to Chapter
- c. July 19- Announce nominations to petition period
- d. August 1- Petitions to Chapter Secretary
- e. August 16 - 31- Final slate announced and election period
- f. September 7- Officers announced

IV. Awards Committee - Will consist of Bonnie Johnson, John Keller, Wyndee Lee, and Stephanie Watts. Chad made a motion to confirm their appointment. **All voted in favor of their appointments.** Deadline for awards is slated for August 9th. Sara presented idea of the Chapter nominating Vern Deines and Bickley Foster for the Ad Astra Award. Lisa made the motion to nominate Bickley and Chad motioned to nominate Vern. **(Vote was 8-0-1 both motions passed)**

V. 2011 Conference - A sub-committee consisting of Annie, Chris, Erin, and Thomas reviewed locations and bids from hotels in Topeka (Capitol Plaza and Ramada) and Lawrence (Holiday Inn and Oread). The overall response from the sub-committee was that the Ramada in Topeka offered the best bid for our group taking into account prices, locations, dates, group size, dates, and accommodations. Annie moved to have 2011 conference at the Ramada Hotel in Topeka (Erin seconded) - **All voted in favor of having the 2011 conference at the Ramada in Topeka.**

VI. Rebuilding America Town Hall (Sara) - Greg proposed to have this at 2010 conference as a session. Executive Committee was overall not very supportive of the idea due to the lack of a purpose and audience for this type of an event. Some other concerns that arose were the lack of time to plan

this session and the fact that this session would eliminate a CM session. The overall response was that the Board is not interested in doing a Town Hall session.

VII. 2010 Conference Planning- Manhattan (Chad)- Sub-Committees to begin meeting.

A. Sponsorships- Sub-committee formed to pursue sponsorships for conference.

B. Evening Social Events- Sub- committee formed to plan Weds and Thurs evening reception/events.

C. Sessions- Received a total of 20 proposals; will be able to up that total to 22-23 with mobile workshops. Goal is to have sessions schedule out by end of July and publish a tentative schedule in July newsletter

D. Registration- On-line registration signed with APA; Executive committee to work on cost structure next month. Things to discuss at our next conference call: We will still have regular rate, non-member rate, student, and speaker rates. Sara proposed that we abolish allowing speakers to receive one day at no cost, unless they are only coming for only their session. Board members were overall agreeable to this proposition. Board to also discuss mobile workshop fees next month. Nick proposes having a separate AICP exam prep registration on-site for only those registered to take the exam or interested in taking the exam.

E. Agenda for Friday Annual Meeting- Any business items? New officer introductions, adopt budget, other items?

Next conference call will occur in Mid-July: Date to be announced.

Time adjourned: 1:30 pm

