



American Planning Association  
**Kansas Chapter**

*Making Great Communities Happen*

#### **4<sup>th</sup> Quarter October 23, 2008 Minutes, KS APA Executive Committee meeting**

Attending: Sara Copeland, Thomas Dow, Lisa Koch, Annie Driver, Steve Zilkie, Mike Gurnee

##### I. Introductions

##### II. Discussed minimum performance criteria and items to address in coming year:

- ~Annual work plan
- ~Need to update chapter by-laws
- ~Add new board members
- ~Wichita conference in 2009- Preferable held in October and tied to National Planning month

##### III. Annual Business Meeting prior to end of calendar year

- ~Conference call or email?
- ~Need to adopt budget and work plan
- ~Due to time constraints will have electronic meeting this year, but it was preferred to have this at annual conference next year (need 15% membership of approximately 60 members to conduct meeting).

##### IV. Newsletter advertisers not billed yet (Mike Gurnee)- need to take care of prior to end of calendar year

##### V. Consider adding new appointed Board members for the following activities and possible events. Suggestions were as follows,

- ~Renee Hart- Possible event on Freedom Heritage Areas
- ~Wendee Lee (City of Ottawa)- Social events
- ~Nalinee Johnson- Help with planning Wichita conference in 2009
- ~Chad Yunger- City of Manhattan
- ~Rob Richardson (KCK-Wyandotte County)- Tour of Village West
- ~Nancy Scott- City of Hutchinson
- ~Tom Yahl- City of Ottawa
- ~Bonnie Johnson (KU)- New awards Committee Chair

##### VI. New idea for Awards Committee- Great Places in Kansas - either in conjunction with October Planning Month or in the spring

##### VII. Set up committee for Planning Commissioner's training

##### VIII. Bylaws Revision, things discussed:

- ~Set boundaries of KC Metro APA area
- ~Get KC Metro APA to submit work plan or grant application to KS APA

##### IX. Possible new nominations for FAICP member:

- ~Vern Deines- Kansas State University
- ~Bickley Foster- Wichita consultant

##### X. Update Chapter website:

- ~Use APA to host webpage and provide link to forums on this webpage

~Separate webpage and forums, so do not have to go through forums to access everything. Provide link on webpage to forums page.

~Ideas for separate pages: Calender page, newsletter page (outside of forums)

~Take advantage of APA free website and conference call hosting

~Review APA Leadership section on APA website and see what we can utilize

~Will work with APA in upcoming months to get this underway.

XI. Need to set up Quarterly conference calls and one face to face meeting in 1<sup>st</sup> Quarter

~Plan to discuss 2009 conference at 1<sup>st</sup> Quarter meeting