

APA NEW YORK UPSTATE CHAPTER EXECUTVE BOARD MEETING

November 21, 2008

Present

Judy Breselor, Frank Evangelisti, Diane Carlton, Kris Hughes, Brigidann Rauch, Leigh Whyte, Doug Greene, Mark Castiglione, Sandy Misiewicz, Scott Shannon, Hilary Papineau, Elaine Jardine

Roll Call

After counting those present, it was determined there was not a quorum; thus any voting would be unofficial. The Board determined that it would act as though there was a full quorum; any matter that needed a vote would be followed up on later through a conference call vote or a vote by e-mail.

Judy Breselor, Vice President, opened the meeting noting that Mike Long was unable to make the meeting. Judy discussed the RFQ for the Chapter's Administrative Assistant. Interviews for the position were conducted last week by the sub-committee. Judy said the sub-committee is very fortunate; an excellent, very qualified individual is interested in the position and the sub-committee would like to offer the position to her. Her name is Tonya Zwahlen. Currently she works two days per week as a consultant. Her degrees are from Boston and Cornell University. She is AICP and is familiar with the Certification Maintenance (CM) issue.

It is expected the Administrative Assistant will work 187 hours a year for the Chapter spending a good deal of the time with CM issues. Gary is currently drafting a contract for the position. Mike would sign the contract, as president.

Sandy Misiewicz and Kris Hughes both strongly recommended Tonya. Judy noted that it needs to be clear as to who can give Tonya work and/or direction. It should be the President of the Chapter. The President will also be responsible for seeing how Tonya's hours are being spent to be sure that we don't run out of funds by the year's end.

A recommendation was made by Sandy to hire Tonya. Scott seconded the motion and all agreed. It will be followed up for an official vote via e-mail.

Officer's Reports

Judy Breselor- Vice President

Judy noted that she is still on the national Legislative Policy Committee. The committee is not writing a paper this year, though they will review issues on housing. She noted the Legislative Policy Committee said they don't hear from our Chapter much. It was suggested that Board members read Patty Salkin's blog. It is well written has some items that are specific to NYS. Patty posts there every day. It was suggested that it might be useful to have an attorney on our board.

Kris volunteered to work with Judy on the housing policy issue. Judy said he will need to read the white paper and comment on it.

Jean Waterbury- Past President

Jean was not present, but continues to keep our website up to date. Tonya did note that we should be putting our minutes up on the web.

Rocky Ferraro- Treasurer

Rocky was unable to make the meeting, but Sandy passed out his Treasurer's report and went over it. Sandy will step in as Treasurer in January. She noted that all sections of the Chapter should have received their section checks. Rocky will go over the books with Sandy soon so that she is up to speed with everything that needs to be done.

Jason Harza- Secretary

Jason was not able to attend, but Judy went over the "lessons learned" from the conference that Jason gave everyone via e-mail earlier in the week. One of the most noticeable things from the conference was the inappropriate attitude of some of the students. There were also too many walk-ins, one venue over two was preferable and a better plan for dinner needs to be designed for next year. Finally, we should stay away from all holidays for scheduling our conference. Larger rooms for the Ethics and Law Training sections and some kind of policy on speaker gifts were also suggested.

Judy suggested combing our Board Meeting with the Annual meeting to help people understand what the Board does. It was noted that many students don't realize that we have resources to talk to the press. Judy suggested that we interview different planner types for each newsletter. Kris noted that the local newspapers see the volunteer planners, not the professional staff.

Professional Development Officer- Ellen Parker

Ellen was unable to make the meeting. Judy reported that a new webinar called "First Friday" will start in January and is available for CM credit. It runs from 1:00 pm to 2:30 pm. Our Chapter is sponsoring one session with Dan Spitzer who spoke at our conference. Currently the Chapter is paying \$900 and \$950 for having accredited CM programming and for having next year's conference be eligible for CM credits.

Diane brought up the issue that you may need special software to participate in this program. All of the APA webinars require special software which many employers block. In addition, those without high speed internet are left out of the process. APA needs to be aware and approve other options for those without high technology in their community. To date, they have been unresponsive about this.

Kris said CM programs should be generated though graduate planning schools. This would be good revenue for them.

Doug Greene- Legislative Affairs

Doug noted that he traveled to Washington DC to the national APA Legislative Policy Conference. “The Economic Crisis” was the topic of the conference. Transportation, Energy and Infrastructure were topics within the conference. Everything was multi-tasked and tied together. ASLA, AIA and APA were all there and discussed lobbying together to get better design in the three topic areas above.

Doug noted that he is also working on the Legislative Policy group in Albany to effect change with good planning. The State Land Use Advisory Committee is looking at: Aging and Senior Housing, Joint Annexation, Ag. District notification amendments, and Affordable Housing amongst other issues.

Education Officer- Kris Hughes

Kris thanked everyone for coming to the meeting that he had arranged and he thanked Scott for hosting it at the college.

Public Relations- Diane Carlton

Diane passed around her press release she issued on the award winners at the conference and the article she wrote for the next newsletter. She also provided everyone with a copy of her data base for the media which she updates and revises each year. Judy suggested that Diane interview Rocky for the next newsletter, the focus being the role of a regional planner.

Member-at-Large- Vacant

This position has been vacant for awhile. Judy has a couple of names of people who might be interested in it. A note to Jason: Jane needs to come off the e-mail list for Board members

County Planning Director Liaison- Elaine Jardine

Elaine noted that one of the main goals of the County Planning Directors’ Association is to develop a closer relationship with the New York Planning Federation.

Canadian Officer- Leigh Whyte

Leigh is new in this position. He will meet with George to get updated on what we do so that he can share information with OPPT in Ontario.

Section Directors

Capital Distinct- Sandy Misiewicz

Sandy reported that next year’s Chapter Conference will be the last week of September. The theme is “Plan for 100- Honoring the Past, Planning for the Future.” There will be a track on History, Technology and Sustainability. Her committee is working on a key note speaker. They are hoping they may be able to secure someone from Holland as part of the Quadra Centennial being celebrated in the Hudson Valley. If not, there is an author who wrote a book about the 1609 period. Sandy said her committee is meeting monthly now. Judy mentioned a developer she knows who lives part time in the US and part time in Holland. He’s working on Quadra Centennial activities both here and in Holland. Another possibility is Tim Biely at the University

of Virginia. He has written a book on Holland as well; both Kris and Scott know him. He's an environmental planner.

Sandy said she has stepped down for the year as president of the section to focus on the conference. There are 15 people working on the conference.

Central New York- Scott Shannon

The Central NY group is not an active group, especially now since Mike has moved out of the region. Scott reported that he has talked with Emmanuel Carter about what might be done to reinvigorate the group.

Southern Tier- Frank Evangelisti

Frank noted that the person who plans their programs left, so their section is struggling.

Students- University. of Albany, Brigidann Rauch

Brigidann said the students are trying to interact and work with the Albany section. It was suggested that dedicating a small amount of money to the students for their work would generate more involvement.

The formal meeting ended and the Board listened to presentations by Emmanuel Carter's students