

**APA New York Upstate Chapter
Executive Board Meeting – Conference Call
May 22, 2009**

Minutes

Board Present:., Judy Breselor, Diane Carlton, Mark Castiglione, Frank Evangelisti, Doug Greene, Jason Haremza, Eve Holberg, Steve Iachetta, Elaine Jardine, Mike Kayes, Mike Long, Janet Marsden, Sandy Misiewicz, Gary Palumbo, Ellen Parker, Andy Raus, Leigh Whyte

Staff Present: Tanya Zwahlen

Opens meeting: Judy Breselor opens meeting with roll call 10:08 AM

Approval of March minutes, Gary moves, Even 2nds, approved unan.
Change March minutes to reflect that Eve, Ellen and Diane attempted to dial into minute.

President's Report – Judy Breselor

Judy Breselor: attended CPC meetings at APA conference in Minneapolis. Based on those meetings, the Upstate Chapter needs to re-visit our by-laws. Are we meeting too often? Not enough? Mark Castiglione, Gary Palumbo, Judy Breselor working on changes, will have something for the board in July. Hope to present to membership at conference in September.

Other issue is young planners. Many chapters are including young planners on board. Most are not voting members of the board and organized through education officer. One common definition is anyone under 30 or 32.

Judy: feels that Upstate chapter is ahead of other chapters. No “young planners” position but have several young planners on board.

Mike Long: nominates Mark Castiglione, Jason Haremza for young planners committee. Judy: feels 3 is better than 2, can wait until after the conference. Judy will then solicit interest from Mark, Jason, and Sandy Misiewicz.

Vice – President – Gary Palumbo

Awards Committee: sent email to section directors for section reps. Deadline will be extended to July 17. Not sure what to do with the nomination form; where are we with the newsletter?

Judy: newsletter will be mailed out in mid to late June

Gary will send nomination form to Tanya to email to membership.

Discussion on criteria for chapter awards. Some feeling from WNY section to broaden eligibility to allow consultants in Upstate NY to be eligible no matter where their project was.

Krasner scholarship award winner: Schaut **[Gary Palumbo to supply more info on this]**

2010 Conf: Niagara Falls. Sept 22-24 Needs \$2000 to secure hotel. Sandy: need to amend the budget. Andy Raus moves to amend budge, Diane Carlton 2nds, passed unanimously. Mike Long: advance comes out of profits at end.

Past President – Mike Long

Treasurer – Sandy Misiewicz

Sandy Misiewicz distributed revenue and expenses report via email. Will add line item for 2010 conference.

Other issue is Morgan Stanley account. We used to make money on it, with changes to the market, we will be losing money on it. Mike Long makes motion to close Morgan Stanley account and include money in operating budget. Judy Breselor 2nds, passed unanimously

Still waiting for 2008 financial close out from Capital District Section.

Chapter Conference

Sandy Misiewicz: emailed preliminary schedule. Having a little trouble pulling together ethics section. Patty Salkin in not available. Concerned about attendance level. Revised budget to reflect 135 paid registrations. Greatly reducing paperwork, fewer mailings, more online information.

Judy Breselor: echoes concerns about attendance. A lot of competition for conferences from Metro Chapter, NYPF, etc.

Jason Haremza: what about joint conferences with Metro or NYPF? Mike Kayes: 1996 was the last time this happened.

Sandy: does not see any problems with AICP CM credits, hope to submit to Tanya and Ellen by end of June

Secretary – Jason Haremza

2008 Conference CM credits approved, should be up on AICP website to log.

Judy Breselor: CPC presidents meeting: only 30% of AICP members are logging in their credits.

Ellen Parker: next push is for Tanya to send email blast to remind people to log credits.

Professional Development Officer – Ellen Parker

Monthly web seminars continue. Upstate Chapter is sponsoring June seminar with Dan Spitzer.

Other accredited events:

5 from WNY Section

4 from Capital District Section

About 18 members sitting for May AICP exam

National PDO meeting: there has been a bump in people taking the exam.

Judy Breselor: all chapters report that membership is down (except Louisiana), but all chapters report more people taking AICP

Ellen: encourage all section leaders to get program information to PDO for accreditation

CPC AICP training materials are a good start, but other resources more helpful (PA Chapter, Planetizen)

Director of Legislative Affairs – Doug Greene

NYS Smart Growth Cabinet's 2009 Policy Recommendations and associated legislative initiatives. Spoke to Paul Beyer. State is making some progress (infrastructure funding, TIF funding). Materials posted on website.

Clean Air/Clean Water Bond Act of 2009. Justin Woods had been working to support this. Chapter has sent letter of support.

Empire State Future Legislative activity. Distributed materials via email. Mark has been great help in this area. ESF planning regional smart growth councils. First one in Capital District in June.

Leg. Commission on Rural Resource – Land Use Advisory Committee has been very quiet. APA has been involved in this for many years. Finally heard from new Exec. Director. Change in party control at State level has led to a change in staff, logistical issues. Judy Breselor: which Senator is this office associated with now? Had been Senator Winner. Doug: will find out.

Jason Haremza: questions about very recent legislative activities on municipal consolidation

Membership Officer – Eve Holberg

Have the May rosters, have not sent out yet, hope too next week, but we're up 19 members.

Education Officer – Andy Raus

See discussion under member-at-large section.

Judy Breselor: November board meeting will be at UB. Need to set up date, location, soon. Andy will work with UB and Rich Guarino.

Judy: other chapters only include accredited schools. We include ESF. Should we? Sandy Misiewicz: we should focus on three accredited schools. Andy: trying to recreate what should have been in place in the past few years, so prefers to focus on accredited schools.

Janet Marsden, Jason Haremza: sections should be able to informally reach out to any planning related academic program in their area

Public Relations Officer – Diane Carlton

Newsletter in June is coming out soon, has informed advertisers that we're going to electronic distribution in the fall

Judy Breselor: need to revisit newsletter on timeliness and article content

Mark Castiglione: is our newsletter being sent to any media outlets?

Judy Breselor: need to send to national

Jason Haremza: both Judy and Mark make good points but sending newsletter to national is essentially talking to ourselves, we need to raise awareness of planning for non-planners

Sandy Misiewicz: as we go electronic, can send to directors of a lot of organizations such as NYPF, Empire State Future, etc.

Member at Large – Mark Castiglione

Sent 'Guide to Young Planners Groups' from Sacramento Valley Section of California Chapter. This group uses 35 and under as age criteria.

Discussion of various issues related to this initiative.

Committee to take a look at this after conference [see discussion under President's Report].

Steve Iachetta: UAlbany has good relationship with Section and Chapter, what about Cornell and UB?

Andy Rause: Has spoken to UAlbany and Cornell. Has had trouble with UB. Gary Palumbo: suggests you contact Samina Raja at UB.

Mark Castiglione: By-laws committee: what lead to this was problems getting a quorum. How do we meet? What constitutes attendance? Election timeline – most other chapters have summer elections so that new president can attend October training in Washington, DC. Other issues: voting rights for student board members, proxy procedure.

New election cycle will be most likely change. Will review all proposed changes at July board meeting.

Planning Official Development Officer – Mike Kayes

NYPF conference in Sept. in Lake Placid.

County Planning Director's Liaison – Elaine Jardine

Have not met.

Canadian Officer – Leigh Whyte

Will be circulating OPPI article in response to provincial legislation on green energy

2009 OPPI conference Sept 30-Oct 3 in Niagara Falls, ON. Will include mobile workshops in WNY.

Steve Iachetta: how much will this affect attendance at APA conference?

Leigh Whyte: might attract people from WNY who cannot travel to Albany.

Gary Palumbo: will be good for chapter as a whole, and good chance to remind people of 2010 conference in Niagara Falls, NY

Section Directors' Reports

Capital District – Steve Iachetta

Continuing monthly luncheon program, Earth Day program at Albany Pine Bush Center.

ICLEI conference call

Looking forward to the conference

Registration info will be mailed out about July 1

CNY – Janet Marsden

Judy: chapter will help pull section back together

Janet: has reviewed information that she has been given, needs to refine draft of Section bylaws. Does not know territory of CNY section. Next conference is 2011. Hopes to have officers in place by end of Sept or Oct.

GFL – Dan O'Hanlon (absent)

April 16 RRCDC Lecture, will submit for CM credits

Assisting with Association of Community Design conference, Rochester, June 4-6

Southern Tier – Frank Evangelisti

Participated in First Friday web seminar, purchased materials for library. Setting up programs.

WNY – Richard Guarino (absent)

Has purchased training CDs. Have had 2 programs in the past 2 months.

Student Representatives

Cornell – Danielle Bergstrom (absent)
SUNY Albany: vacant (absent)
SUNY-Buffalo – James Bragg (absent)
SUNY ESF – Kelsey Haigh (absent)

Other Business

Judy Breselor: very appreciative of all the work that Tanya has done. She is a great asset to the Chapter.

Sandy Misiewicz: asks about time allocation for staff assistance with conference. Judy: we can look at her allocation and see how she might help out. Tanya: has 40 hours for conference, let's talk offline.

Judy: how do we feel about the conference call?

General consensus is that it is a good idea but can't do it for every meeting. Maybe every other meeting. Will refine procedures through by-laws committee.

Adjournment

Motion to adjourn: Steve Iachetta, Mark Castiglione 2nds
Passed unanimously

Adjourned at 12:45 PM

*Respectfully submitted,
July 16, 2009*

Jason Haremza, Secretary

Next meeting: July 17, 2009, 10AM Teleconference (details to be determined)