**Minutes of the Upstate New York Chapter**

**Of the American Planning Association**

**September 28, 2011**

**Radisson Hotel Utica**

**Annual Conference**

Present- Nadine Marrero, J. Justin Woods, Katie Evans, Ben Syden, Mike Kayes, Dana Crisino, Jason Haremza, Ellen Parker, Andrew Raus, Sandy Misiewicz, Richard Guarino, Stephen Ianchetta, Mark Castiglione, Diane Carlton, Eve Holberg

The minutes of the July meeting were approved on a motion from Sandy and a second from Mark. All voted in favor.

The Board accepted Sandy’s resignation as Treasurer for the Chapter and simultaneously accepted Eve as the new Treasurer. Steve voted on this motion and Rich seconded the motion. All approved except Eve, who recused herself from the vote.

Justin noted that he is moving out of the Central New York Section, and a replacement for his position is needed. The Central NY Section will be taken over by Dana Crisino who works for the city of Utica. It was also noted that because Eve has moved up to Treasurer, her former position, member-at large, is now vacant as well. Elaine Jardine had expressed interest in it. The Board will need to check with her to see if she is still interested in it. If she is not, Justin said he would be glad to serve as member-at-large.

There was a long discussion on the concept of the “Chapter Only Membership”. The by-laws will need to be changed if we decide to undertake this type of membership. Ellen said she would like to bring this issue to the full membership at tomorrow’s meeting. She noted that the Board has concurrence with National APA on this issue. A number of Chapters already have Chapter Only memberships. Ellen made a motion to present the by-law amendment creating a Chapter only membership to the full membership for a vote. Andy seconded the motion. A full mail or electronic vote would need to be done to accomplish this change. Mark said he could set up an electric vote through the Chapter’s website. All voted to present the amendment to the Chapter membership at tomorrow’s meeting.

There was discussion on how to undertake an electronic vote. Tanya will get a list of who doesn’t have e-mail and those individuals will have ballots mailed to them. The Board agreed this was an acceptable strategy. The mail option could be done via a post card which would be less expensive than a letter.

Steve raised the issue of money and how it’s allocated to the sections. He asked how the sections will be supported if the Chapter takes over the funding and financials. It was explained that the mechanism by which money goes back to the sections is very complicated, but the Chapter would still give money back to the sections. Sandy noted that about 1/3 of the money the Chapter gets, goes to the Sections. Ellen noted the Board would get $35 back from National for a Chapter Only member, so, in essence, the Board would get more money by adding a Chapter only membership. Justin noted that the Capital District section undertakes more programming events than other sections, so it will need more funds than smaller sections which are less involved.

Ellen noted she attended the President’s Council Meeting last week in Washington, DC. There was discussion as to whether the Board wants to become more involved with the Regional Councils that the Governor’s Office has established for grant procurement purposes. Mark is active on two of these. Ellen also noted that she will be asking for an extension of the CPC grant. A student from University of Buffalo will assist with carrying out the project.

Discussion of tomorrow’s awards ceremony. Mark has 14 framed awards and estimated that it will take about an hour to give out the awards. The AICP president will be at our luncheon tomorrow and will address the Board for about 10 minutes. The Krasner award will be give out at this time as well.

Sandy went over her final Treasurer’s Report. There is $18,804 in the budget. It’s a bit inflated right now due to the conference sponsorships. A motion was make by Ben and seconded by Justin to add Ellen and Mark as second signatories on the bank account. Mark, Judy and Sandy are on the PO Box that the Chapter maintains. It is paid through the end of the year. Sandy said we can move it next year to another physical location if that is more convenient for Eve. Sandy also noted that she has a box of APA material in her office which needs to be passed on to Ellen. Section rebates will be calculated in the next couple of months. Sandy will work with Eve on this transition.

Art noted that all of the conference sessions have been submitted for CM credits. He asked if we wanted to nominate anyone in the chapter for FACIP, as we have very few planners with this certification. Several members noted that when Rocky was nominated a few years ago and denied FAICP by national, it turned many off on the process. Rocky is one of the most active planners in our state; if he doesn’t qualify for FACIP, it’s doubtful anyone would . Ellen said she’ll talk to Anna, AICP president, about the issue. The PDO training on the web is great and very successful. New York is participating again this year .

Ben suggested that the Board should not get more involved with the regional councils, but should support the Governor’s work in this area. Ben noted that the bill allowing planners to own part of a company was passed at the state level. Thus, planners can now own part of a company just as architects and engineers can. Jason suggested that Ben write an article about this bill passing, as it has been a hot topic for years.

Rich discussed our membership numbers. We have 750 and this number has been stable over the last five months. Ellen said lots of states are seeing declines in their membership due to the economic situation nationwide. Rich said he’s working on creating flyers for students, professionals and academics to explain what planning is all about.

Andy noted that he sent e-mails out to all of the planning related schools to encourage them to come to our conference. He said he is organizing the November Board meeting with Cornell University. He said he’d like to talk with Mark and Diane to enhance the web presence as it related to education. He’d like to be able to list what we do as professionals to help planners and to have a blurb for accredited schools and provide a link to them. We also need to talk to the non-accredited schools. Perhaps we could call some of the professors and explain what we are and what we do.

David Gilmore from the Metro Chapter has a white paper before his Board to address the issue of licensing planners, branding, and advancement of the profession. There is discussion about trying to substitute AICP for civil service exams. This would have to be advanced to the NYS Civil Service Commission, perhaps through the Sage Commission.

Jason said he’d like to issue a press release about the awards. It will go out as soon after the awards ceremony as possible. He said he’s got 295 e-mail contacts for the media, but he’s not sure how accurate the list is. Tanya will send out the press release. Jason said he doesn’t have many e-mail addressed for western NY. He’s discussed the newsletter with Tanya and George. They think a PDF newsletter would look more polished and get better reaction. They will meet during the conference to discuss possibility going back to a PDF newsletter.

Mike noted that the Planning Federation is holding its conference on Oct. 10-12, 2011.

Andy noted that we should reach out to the GIS group as well as the ASLA group for next year’s conference. Ellen will talk with Gail about this. There was a discussion of doing a regional conference in 2015 with Pennsylvania. Their conference will be in Erie that year and they are afraid no one will come.

Steve reported that the Capital District section continues its popular luncheon sessions. They are supporting SUNY/Albany students’ transit needs for the conference. Nadine reported there are all new members on her Board. They are looking to do something other than dinner meetings. Those were a money loosing proposition. Professor Al Bright in on the committee. Justin thanked Dana for doing so much of the conference work this year. Katie noted the Genesee Finger Lakes section is looking for a presenter from the Boston area to discuss the new census.

Rich noted that raising funds for the Krasner scholarship at this conference is important. It’s one of the two big money makers for the scholarship. He encouraged everyone to purchase tickets.

A motion was made by Steve and seconded by Mark to adjourn.

Respectfully submitted,

Diane Carlton