**APA New York Upstate Chapter Meeting**

**July 15, 2011, 10 AM**

**Telephone Meeting**

Present- Ellen Parker, Tanya, Mark Castiglione, Sandy Misiewicz, Jason Haremza, Mike Kayes, Ben Syden, Art Buckley, Elaine Jardine, Leigh Whyte, Bruce, Katie Evans, Gail Domin, Rich Guarino, Eve Holberg, Bruce Raver, (Treasurer/Webmaster, Albany Section) Diane Carlton

The minutes from the June meeting were approved with a motion by Art and a second by Mark. All voted in favor of such.

Ellen noted that the next meeting of the Board will be at the annual conference in Utica. The Board meeting is scheduled for 3-5 pm on Wednesday at the Radisson Board Room.

Ellen discussed the grant that the Chapter has received from National. Rich is working on a map, and Ellen will work with student volunteers to complete such. Another survey of members is needed. Ellen noted that she needs questions about our services that we should be asking of our members. Rich volunteered to help with this.

Ben said he was planning on attending the legislative meetings in Washington in September. He will be there Sunday and Monday. Ellen noted she will be there as well. She’ll be lobbying Congressmen on Tuesday.

Jason, Mark, Katie and Tanya would like to see newsletters from other divisions. We could link to these from our website.

Mark discussed the Awards Program. 15 applications have been received. None has been received for the Krasner Award. The Board agreed to recognize Gary Pulambo for his services with the Krasner Award. The Committee will meet in DeWitt in August to review applications and determine winners.

Mark also reported that the Planners List Serv will be trackable by Cyberbia. Cyberbia will have information on our site.

Sandy reported on the budget. As of July 28th expenses are about $13,100 and income is $20,400. We need to separate Chapter only from the Conference monies. Sandy will do that. Sandy noted that the Chapter has provided $2500 in seed money for the conference to the Section. We need to be sure that our dues increase went into effect as of July 1st.

Eve said she is interested in the Treasurer’s position.

The sections are not covered under our policy for insurance. Section bank accounts should be sub-accounts of the Chapter account for this reason. Treasurers would be able to see all sub-accounts. Would help with the insurance issue.

Katie suggested the merger be presented at the September meeting. It needs to be framed so people realize the importance of the insurance coverage issue. A letter to the treasurers of the sections will be drafted by Ellen and sent to them. The board will review it. It will go out prior to the meeting so the sections have advance notice.

**Art- PDO Officer**

Law credit webinar is being offered by Dan Spitzer next Friday. There’s also a program on small town and rural zoning issues. Eve will list these on our website today. Signage Conference is CM eligible and will be posted on our website.

**Ben-Legislative Affairs**

Engineering firms will soon be able to offer planners full partnership in their businesses in NYS. Both houses passed legislation allowing for such. Waiting for the governor’s signature. It was noted that Andy worked hard to get this bill passed. Discussion of the Regional Councils formed by the governor.

**Rich- Membership**

A membership list was sent out last week. Same format as last year. We have 750 members which has been consistent for the last three months. Nadine is taking over the Western NY Section as president. Rich said he’ll have more time to develop packets for members and schools for education purposes. Rich asked how many memberships we might get if we institute a chapter only program? It was felt these would be additional members, not people dropping back on full membership. A discussion ensued. It was felt we need to build a non-member list such as Katie did at a mixer she held in Rochester area. Sandy will draft some scenarios for the Board meeting of fiscal options for this. Diane will Draft revisions to the by-laws allowing for Chapter only membership. Sandy will send her examples from other States. It will be discussed at the Annual Meeting at lunch.

Ellen moved that the issue of Chapter only membership to brought to the full membership for a vote. Mike Kayes seconded the motion. All approved. Chapter only membership would be $75 a year based on the Board’s vote in Utica at its meeting in 2010.

A motion was made to consolidate bank accounts between the sections and the Chapter by Ellen. It was seconded by Katie. All approved. Ellen will reach out to all section leaders and a vote will occur at the Conference on this issue as well.

**Jason-Public Relations**

The September newsletter is planned. Peter Fleisher will be interviewed for the final newsletter of the year.

**Eve- Member at Large**

Eve reported she is keeping the web site updated. Four new jobs have been added. We will need to replace Eve’s position as Member at Large once she becomes Treasurer.

**Mike Kayes- Planning Official Development Officer**

NYPF Conference will be held at the Crown Plaza this fall.

**Elaine- County Planning Officer**

Elaine asked that her position be filled by someone else, as she doesn’t have time to go the County Planning Directors meetings and report back to the Chapter. Ellen asked her if she would consider moving into the Member at Large position. Elaine said he is interested and will give the Chapter a final decision by the September meeting.

**Bruce- Capital District Section**

Lunch Seminars continue. Good attendance; 21 at the last one

**Rich-Western New York Section**

There’s a new slate of officers elected. Nadine is the new section director.

**Gail – Southern Tier**

The section has been able to provide CM credits for several recent events. They sponsored the Susquehanna Sojourn and a Greek Peek event this fall. Corning Glass will be the location for the reception for the Annal Chapter Conference in 2012. Gail reported that she is working with two planners from Corning on the conference. Save the date post cards will be handed out at the conference in Utica.

**Tanya- Conference**

CM credits are being requested for the sessions. There are three full tracks with a fourth track or an ethics and planning session on Thursday. The budget has been finalized. The Rivers Group confirmed that ALA sent out notices to their members and it’s on their website.

Discussion of sponsorship companies and who still needs to be called. ALA has raised $3850 for sponsorships. Projected profit of $10,000 from the conference, a little over $5000 for APA.

A motion to adjourn was made by Ellen and seconded by Diane. All agreed. Meeting ended 12:00 pm.

Respectfully submitted,

Diane Carlton