



Executive Committee
Meeting Minutes: Friday, February 19, 2010 10:00 am

Executive Committee Members:

Jim Potter	Tim Bourcier	Keisha Ransome	Sidney Wong
Alan Feinberg	Chris Wells	Jacqui Rouse	Jeff Jackman
Mary Logan	Steve Allan	Raymond Hayhurst	Sean O'Neil
Jenny Plummer-Welker			

1) **Welcome** - Jim Potter convened the meeting at 10:00 AM.

2) **Action on Proposed Agenda**

- a) Review minutes of previous meeting – **Jim requests that a motion be made to bypass the minutes. Jeff makes a motion to bypass minutes; 2nd by Chris.**

3) **Reports**

- a) Treasurer's Report – Helen reports that the Chapter's balance is \$53,047.04 as of January 31, 2010. The balance includes payments and deductions for Delaware, but does not include the Parks event, held in Annapolis.

b) Professional Development

- i) Southern Maryland Training Seminar – Jeff stated that the seminar will be held at St. Mary's College and the venue is being utilized free of charge. The event will not occur in March, but is being postponed until June or July 2010. Mary will update the website with the new event date.
- ii) 2010 Regional Planning Conference: Dover, Delaware – Jim stated that the Brick Institute is interested in sponsoring the event's dinner and a workshop, which would make them a Platinum-level sponsor. ERM will be a Silver-level sponsor and is sponsoring a tour. The web store for the conference is almost complete. Currently awaiting confirmation from some speakers. Jim will contact Peter Vaughn to get event information for the Chapter's website.
- iii) 2011 Regional Planning Conference: Cumberland, Maryland – Dave Umbling is assisting with conference planning and the Chapter has a supporting role. The conference will be in May 2011. During the conference there will be a design competition for a mural. Cumberland will also create a time capsule during the event. Jim states that Nick Colonna is coordinating with Dave to assist with the conference. Jacqui asked for zip codes in the region of the conference be mailed to Jim to cross reference with the membership list to do individual outreach for the event.



Executive Committee
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- c) National APA Conference in New Orleans
 - i) Delegate Selection Results – Steve Allen and Helen Spinelli were nominated by executive committee to serve as delegates at the APA National Conference. Jill will send the delegates name to Lynn Ferguson.
 - ii) Jim stated that the Chapter’s budget has \$1,000 in student scholarships. The \$1,000 will be divided evenly between the planning programs at the University of Maryland College Park and Morgan State University. Jim will ask the faculty representatives at both schools for the names of the recipients of the scholarships. Early registration for the conference is February 22, 2010. Steve asked is we were having a Maryland Chapter reception. Jim says that it would be too expensive. Steve offers to help with any event organized by the University of Maryland or Morgan State University. Sean suggests that the committee members who are attending the conference coordinate hotel information, etc. Chris advises against booking hotels that are far from the conference site.

4) Outreach to Members

- a) Newsletter – Parag asked for Article submissions for the Spring 2010 Chapter newsletter.
- b) Website – No updates provided.
- c) Social Networking Updates – A Planning Social Hour is scheduled on March 5, 2010 at Teavolve in Baltimore Maryland.
- d) Committee Reports –
 - i) Activities Committee
 - (1) National Parks: America’s Best Idea – The event was held in Annapolis in January 2010. Chris stated that approximately 175 people attended, including 13 elected officials and/or staff representatives. A conference call will be held in March with other organizations who helped plan the event. Chris recommended that an annual CM credit event be held every year. Jim says that we will speak with the other organizations about working together more often for events similar to the Parks event.



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ii) Chapter Awards Review Caucus (CARCus) – Allan stated that he, Dirk, and Jenny held a conference call to discuss the Chapter Awards Ceremony. The idea of an out of state review committee was not agree upon. The conference call discussed the following: whether to have the awards annually or biannually, the imbalance of last year’s categories, accepting all project submissions and sorting them into the appropriate categories, accepting nominations from Montgomery and Prince George’s Counties, highlighting non-winners, allowing former chapter presidents to serve on the jury for awards. Jenny will organize a list and contact former Chapter presidents to gauge their interest in serving on the executive board or awards committee.

iii) Legislative Committee – To date the legislative committee has not arranged a meeting.

5) Legislative Update – Maryland Department of Planning – No updates provided.

6) Outreach to Other Organizations

a) Maryland Planning Programs

i) University of Maryland College Park – No updates provided.

ii) Morgan State University - Sidney stated that the ground breaking ceremony for the new planning building was postponed because of scheduling conflicts. The building is expected to be completed within 2 years. The planning program was approved to offer 4 post-graduate programs; however due to funding constraints only one program was developed. The Planning Accreditation Board will assess the program in September/ October 2010.

b) Maryland Planning Commissioners Association

i) The tentative date for the Maryland Planning Commissioners Conference is October 28-29, 2010. The Association is approved to offer planning commissioner training.

c) Maryland Department of Planning - Steve states that the Maryland Department of Planning is hosting 13 public meeting around the state to discuss PlanMd. He asked if the Chapter’s logo could be used on some of the materials. Jim requested that we receive more information before we agree to use of the Chpater’s logo. Helen expressed interest in ensuring that the new state plan is coordinated with the local plans in Maryland.

d) University of Maryland Eastern Shore - No updates given.



Executive Committee
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e) Eastern Shore Land Conservancy - The 11th Annual Eastern Shore Land Conservancy Planning Conference is being held on February 26, 2010, from 8:15am to 4:00pm. The cost is \$30 and it includes 3.5 CM credits and wine and cheese will be offered afterwards. Jim spoke with Jacob Day about the Maryland Chapter's participation; however there are some concerns due to speculation about the Conservancy partnering with large land owners, which prevents smaller land owners from developing land. Additionally, there was some concern about the factual content of published reports. Jim stated that we would not participate in this year's conference but will consider the next one. Jim agreed to send a flyer to the list serve about the event.

7) New Business and Other Information for the Good of the Chapter

a) Maryland Mediation and Conflict Resolution Office - The Maryland Mediation and Conflict Resolution Office is funded by the judicial system and under the leadership of Chief Judge Bell. The Office offers two (2) categories of funding: Conflict Resolution Grants and Community Mediation Performance-based Grants. Jim stated that MSU wants to do a community planning project. Jim also stated that the Chapter should host a training and apply for a grant. **Allen made a motion to have a one-day mediation and conflict resolution training and to pursue a grant offered by the Maryland Mediation and Conflict Resolution Office. Jim 2nd motion.**

b) Jacqui states the Baltimore Metropolitan Council (BMC) is a good reference for legislative updates. Jim says that we should inform the list serve.

8) Upcoming Executive Committee Meeting: March 19, 2010 at 10:00am (Annapolis Planning and Zoning)

9) Adjourn Meeting

Respectfully Submitted

Keisha Ransome
Secretary