FINAL Minutes – March 20, 2018
MD APA Executive Committee Meeting

Time: 10 am- 12 pm
Location: Chesapeake Heritage Center
             Kent Narrows, Queen Anne’s County

1  Call to Order
1.1 Meeting was called to order at 9:35 AM with the following attendees:
Jacqui Rouse          Joe Griffith
Dr. Sen              Olivia Vidotto
Holly Tompkins       Peter Conrad
Jeremy Weiss         Jim Palma
Lauren Good          Guests: Mike Wisnosky and Stan Kosick
1.2 Jacqui sent items but will cover per Jim
1.3 Jacqui “work program” edit and motion, Holly seconded, approved January minutes, Erin took February minutes

2  Housekeeping Issues
2.1 $30 a month, not as expensive and is flexible, second half of year hold meeting at Impact Hub? $2-5 for parking
2.1.1 Gerrit Knapp inviting the folks to Smart Growth event, wants the APA leadership to attend, same day as our April meeting, so will do event instead of meeting, Peter agrees as long as keep moving with committee support just as a partner, April 18th 12:45 to 5:30PM, Lowe House Building Annapolis, motion by Jim, Peter second, approved

3  Old Business
3.1 Need detail on event, 5 speakers, Erin working with Helen on descriptions, is on Eventbrite
3.2 May 18, Olivia drafting agenda, sending out in next week, good feedback, can’t have more than 50 people, limited space

4  New Business
4.1 Impact Hub – if join can use for free?, Exec board meeting location budget, Lauren event would be activities line item, is a mile or so away from Jim’s office
Erin arrived at 10:00 AM – explained the room set up
Jim wants dates between now and December 2019, Lauren needs budget request a couple weeks in advance of an event, no vote right now, within week will get dates
4.2 Bylaws and how long someone needs to be a member as Adam is in question to be the Metro Regional Rep, we need Adam to clarify his membership, everyone needs to come up with a name for positions to be filled, need to make sure we have quorum with voting members
4.3 Joe and MHT talked to PDO, wants direction from Excom, Setion 106 law stuff – someone come in and we pay for law credits? It’s a big deal to have ethics and law credits, Joe – Better MD presentation too, Peter - can it be interactive? Ask Pat if will do ethics again. Pat says yes – she was asked while we were in meeting.
4.4 with 2018 nomination cycle window, need to replace Holly, Lauren, and Peter, need a Pres-Elect, need quickly
4.5 the more we fill up calendar more we understand our work level, remember we’re planning for bi-annual conference 2019, going to have the calendar, Erin will be in charge, Olivia will let Erin know and Erin will post, discussion of partnering, costs, program and programming

Peter left at 11:00 AM
Officer Reports

5.4 Lauren updated all on budget, we just got APA and first deposit of new membership moneies

Committee Reports

6.1 draft a congratulation letter/card to our FAICP inductee, ask if she would come to Annual meeting

6.3 discussion of what PD does vs Activities, Jim has a couple views 1) PD not activities and 2) Activities does no PD activities

6.5 Joe talked to EPG about doing outreach to colleges, is there $ for that? Webinar? Jeremy looked into $500 for AICP exam prep, Lauren noted perfect example of activity that could be sponsored, Erin could do outreach for sponsors, need description of what outreach is and of activity and then get the sponsor support, Lauren cautioned the need to be careful when soliciting for money

Wrap up – send events to Erin to get onto the website, social – default to Erin, Dr. Sen thanked all for sponsoring and reminded to save the date for May 16 Super Jury

Adjourn, motion, seconded, approved, 11:45 AM