Executive Committee Annual Meeting
Prince George’s County Sports and Learning Center
8001 Sheriff Road, Landover Road

Meeting Minutes: Friday, June 3, 2011, 9:00 am

Executive Committee Members:

<table>
<thead>
<tr>
<th>Jim Potter</th>
<th>Chris Wells</th>
<th>Helen Spinelli</th>
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<tr>
<td>Keisha Ransome</td>
<td>Kathleen Freeman</td>
<td>Jenny Plummer-Welker</td>
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<td>Sharon Suarez</td>
<td>Alan Feinberg</td>
<td>Jeff Jackman</td>
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1) Welcome - Jim Potter convened the meeting at 9:00 AM.

2) Action on Proposed Agenda

3) Reports
   a) Nominating Committee – The 2012-2013 Executive Board members were announced as:
      Sharon Suarez – President,
      Jim Noonan – Vice-President,
      Chuck Kines – President Elect,
      Keisha Ransome – Secretary,
      Helen Spinelli – Treasurer,
      Jacqui Rouse – Professional Development Officer,
      Parag Agrawal – Member-at-Large/ Newsletter Editor,
      Chris Wells – Metro Area Member-at-Large,
      Jeff Jackman - Southern Maryland Member at Large,
      Kathleen Freeman – Eastern Shore Member at Large, and
      Nick Colona – Western Maryland Member at Large.

   b) Treasurer’s Report - Helen reported that there is approximately $60,000 in the Chapter’s account, an amount that is triple the amount that was in the account six years ago. The additional funds reflect an increase in Chapter events and profits. Helen presented a gift to Jim, on the behalf of the Executive Board. The gift was a framed Audrey Bodine photograph, of the Washington Monument in the Mount Vernon neighborhood in Baltimore City, signed by the daughter of the photographer.

   c) Professional Development
      i) 2011 National Road Workshop: Cumberland, Maryland — Jim reported that there were approximately 125 attendees at the two and a half day workshop. The AICP President, Anna Breinich, conducted the Ethics session. The expenses from the event have not been completely received. The expenses will be split based on participation, which is 80 percent Maryland APA and 20 percent Pennsylvania and West Virginia APA.
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ii) Planners as Communicators Workshop — Alan reported that there were approximately 80 attendees. Ron Thomas participated as the trainer for the event. Helen conducted a session on the public process used for the development of the Queen Anne’s County’s Comprehensive Plan. The event will be followed up by a community project in collaboration with the Neighborhood Design Center in Baltimore.

4) Outreach to Members
   a) Newsletter - Jim reported that Parag extended the deadline for article submissions for the Summer 2011 newsletter.

   b) Website – The presentations from the Cumberland event will be uploaded to the Chapter’s website. The Mainstreet presentation, by Kennedy Smith, was highly requested. Job information is posted regularly to the website.

   c) Long Range Development Plan Retreat - Jim asked the audience about where they thought the Chapter should go in the next 2-5 years. He requested that they send him an email with their recommendations.

5) Outreach to Other Organizations
   a) Maryland Planning Programs
      i) Morgan State University (MSU) — Jim reported that MSU’s planning program was recently accredited for 5 years and not the anticipated 7 years, primarily due to MSU’s low graduation rate from the planning program.

      ii) University of Maryland College Park (UMD) — UMD is up for accreditation next year. UMD, had two new faculty members join the program. The National Capital Area Chapter and the Maryland Chapter met with the new head of the School of Architecture, Dean Cronrath.

   b) Maryland Planning Commissioners Association— No report.
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6) New Business
   a) Maryland APA/ AIA Shrinking Cities Lecture (October 12) – Jim announced that the Chapter is partnering with the American Institute of Architects to host a lecture on shrinking cities on October 12, 2011.

   b) Addendum: After lunch, Dr. Edwards from the Catholic University of America (CUA) requested a one-time $1,500 contribution to the school to purchase audio/video equipment for the filming of the ethics session. Sharon made a motion to provide CUA with $1,500 for audio/video equipment. Chris second.

7) Adjourn Meeting