Maryland Chapter of the American Planning Association Executive Committee
Conference Call
10:00 am Friday 19 October 2007 Meeting Minutes

Officers attending: Joyce Ann Pressley Melissa (MDP, sitting in for Rich Hall)
Jenny Plummer-Welker Shiva Shrestha
Christine Finamore Alan Feinburg
Dirk Geratz Jeff Jackman
Jim Potter Chuck Kines

1. **Welcome** – Jenny Plummer-Welker, 10:00 am

2. **Action on Proposed Agenda**
   For November agenda, add a line item for ‘National Conference’ under Chapter Activities

3. **Approval of Minutes** – January 26, 2007; April 20, 2007; and June 22, 2007
   Minutes deferred

4. **Treasurer’s Report** - Helen Spinelli (reporting via email dated 10/18/07, see attached)
   - $40,657.44 - Current balance
   - $2500.00 paid - UMCP Smart Growth Conference
   - $1.56 – interest earned
   - $300.00 – Paid to Banneker-Douglass Museum (rental)
   - $50.00 - Paid to Banneker-Douglass Museum (Security)

5. **Old Business**
   a. Terrapin Run Amicus Curiae Case
      - Jimmy met with Laura Lucero on the brief
      - Tim, Jeff and Laura reviewed the brief
      - The Developer objected to the Court regarding the APA brief
      - 11/29/07 - arguments in the Court of Appeals in Maryland are scheduled
      - Jenny suggested we have standing committee to keep tabs on and track the Briefs/Amicus. Chuck mentioned to find those members with Law/Planning backgrounds, get them involved in tracking upcoming and active Amicus Curiae
      - Shelly Wasserman with MDP is involved in Terrapin Run case
      - APA has contacted MD Chapter in the past regarding possible involvement in MD cases
      - Chesapeake Bay Foundation also filed a brief on Terrapin Run
      - Newsletter article on Terrapin Run case needed, pull involvement from membership

   b. Digital Signs
      - MD Chapter contacted by Laura Lucero (APA) regarding Anne Arundel County and Signage community uproar.
      - Billboards
      - Jenny is writing a brief article for the newsletter on the workshop at the Leadership Conference she attended regarding signage
      - Joyce Ann is to help out on this, she has direct experience regarding signage/billboards in Reading, PA as Planning Director

   b. FAICP – Nominations due 10/23/07
      - Start next summer to consider nominations for 2008 year (deadline is 10/23 for this year, too soon for Chapter to act, Pat Keller and Peggar Swartz, Chuck mentioned as good candidates)
6. **New Business**
   a. Regional Planning Roundtable, November 9, 2007, Mary Washington College – Keynote speaker is Governor Glendening
   - Some breakout sessions include – Home Mortgage Disclosure Act, Base realignments/closers, regional water planning
   - Do we want to donate, they are asking for $100.00. New Jersey is donating $200.00, NCAC was also contacted to donate.
   - Alan suggested Ron Young (from National Center for Smart Growth) be sponsored or contacted to speak.
   - Jenny solicited motion
   - Joyce Ann – Motion to donate $200.00 to Regional Planning Conference (to match NJ Chapter’s amount)
   - Jim – 2nd
   - All in favor
   - Opposed – 0
   - Motion carried for Chapter to donate $200.00 sponsorship to the Regional Planning Roundtable 11/9/07.

   b. APA Fall Leadership Meeting – Report by Jenny Plumer-Welker
   - Certified Maintenance was discussed
   - Federal Policy briefing

7. **Communications**
   a. Newsletter
   - Posted by Mary to Website, Alex emailed
   - Editorship - Jenny is going to get word out to Chapter that we need help
   - December is next submission deadline
   - Discussed with Art from NCAC (Judy McDaniels now)

   b. Website
   - Mary Logan – taking over the website maintenance. She uploads to website via Lynn J.

   c. Listserv - Jenny
   - Email addresses on listserv
   - Jim typed a tag line to attach to listserv message, Jenny is to get out to members

   d. Public Service Announcements – Shiva Shrestha
   - 21 local Radio Stations contacted and PSA’s were sent
   - Chapter was emailed with information
   - Shiva got four emails from volunteers to help with PSAs
   - Radio Stations are behind about a month on getting PSA on the air, Shiva mentioned we need to start earlier next year, a month in advance.

8. **Membership Information**
   - 606 Members
   - 40 Members are past due in payments
   - 20 Renewals/New members
   - 883 Listserv email addresses
   - National APA is to take over maintenance of Associate membership, Jenny is to contact

9. **Chapter Activities**
   a. “Smart Growth at 10” feedback
      - Alan and Jenny attended
      - Alan – liked the first day because it was inspiring but the second day he was not impressed
      - Jeff – didn’t mind the second day, all aspects of all three days were good, could have realistically done in one day
      - People didn’t get a chance to speak, mentioned America speaks
      - Jenny – AICP ceu’s – APA said it looks like it qualified, free to MD Chapter if it qualifies with APA
b. Special Meeting – Bylaw Amendments, 6:30 pm on October 24, 2007
   Voting on Bylaw changes, whoever shows up is Quorum

c. Chapter Awards & Awards Ceremony, 7:30 pm on October 24, 2007 (Dirk has to leave so this section discussed after Newsletter)
   -RSVP to Dirk ASAP if you are going to be there so he can follow up with caterer on numbers
   -Bannekar-Douglass Museum – they asked for Chapter’s insurance for liability and Comprehensive insurance information
   -Jenny to check with Nationals on insurance situation for conferences, workshops, chapter activities, etc.

d. National Capital Area Chapter’s 60th Anniversary and Awards Gala/World Town Planning Day, November 8, 2007
   -$25.00 per person
   -Jenny can’t go, is anyone planning on attending?

e. Regional Conference Fall 2008 – Jim/Chuck
   -Annapolis Hotel and Baltimore Tremont (sp?) hotel are promising venues, Jim looking in to further
   -Jim and Chuck are to analyze the costs; catering contracts, etc.
   -Chuck suggested that we schedule a meeting in January and a Conference Planning meeting with DE in December or January
   -Looking at November rather than October for dates, rooms are cheaper and hotels are available

10. Profession Development
    a. Appointment of Professional Development Officer to fill vacancy
       -Sharon resigned last month, need to fill PDO
       -Jim - response to PDO outreach email:
          -Three candidates and two others interested for future PDO
          -Sharon suggested two people, one for CM and one for AICP and exam prep.
          -Jim - PDO Committee suggestions (Dirk, Sharon, Jim and Jenny)
             Jacque Rouse – PDO officer and AICP
             Holly Storck – on PDO Committee as head CM person
       -Motion – Joyce Ann
          -2nd – Jim
          -all in favor – all
          -opposed – none
       -Motion carried - to appoint Jacque to PDO, Shiva (AICP) to Committee and Holly to Committee as CM person
    b. AICP Fall Exam
       i. Jim
    c. AICP Certification Maintenance (discussed after 9a)
       -January 1, 2008 is when new CEU policies go into affect
       -Chuck wants clarification on new policies and send note to Membership in laymans terms. ‘Clear as Mud’ article for newsletter needed
       -Discussed how we are going to pay for activities for members if not sponsored/covered by National APA as CEU.

11. Coordination with Other Organizations
    a. National Capital Area Chapter
       -Follow up on same items as last month
    b. University of Maryland, College Park
    c. Morgan State University
       -Jenny on MSU planning advisory committee in October or November
       -Joyce Ann
    d. Regional Planning roundtable - November 9, 2007 at Mary Washington College, Fredericksburg, Virginia
       -$200.00 Chapter sponsorship approved earlier in meeting.

12. Member Matters
    a. Alan not attending Awards Ceremony – hates that Carroll Creek project winning Planning Award
13. **Upcoming Executive Committee meeting dates: November 16, December 21 (tentative)**
   a. November 16th – Jim chairing meeting, location to be ‘scenic’
   b. December meeting tentative on 21st, may move up or not at all, possible conference call

14. **Adjourn Meeting**
   Adjourn meeting at 11:34 am

Respectfully submitted:

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Christine K. Finamore
Chapter Secretary