Maryland Chapter of the American Planning Association Executive Committee
10:00 am – March 16, 2007  Meeting Minutes
Conference Call

Officers attending:  Dirk Geratz  Jim Potter
Jenny Plummer-Welker  Alan Feinberg
Christine Finamore  Jason Burdette
Helen Spinelli  Joyce Ann Pressley

❖ Meeting Called to Order – President Elect Jenny Plummer-Welker.

❖ Action on Proposed Agenda –
  ➢ Joyce-Ann – Morgan State to possibly co-sponsor event added under #10

❖ Approval of Minutes – Motion to approve the February 17, 2007 minutes – Chris Finamore, 2nd – Jenny,
  February minutes approved as emailed to Exec. Board prior to meeting

❖ Chapter Budget Report – Helen
  ➢ Bank Balance as of 02/28/07 is $40,810.25
  ➢ $38,501.74 – Opening Balance for FY06
    ➢ $11,205.11 – APA Revenue
    ➢ $11,236.39 – total revenue
    ➢ $20,400.00 – FY07 Budget
  ➢ Hold off on adoption FY07 Budget until next meeting
  ➢ Joyce-Ann Suggested more $$ be allocated for newsletter mailing, we will usually spend less than the
    budgeted amount. We will double the annual Newsletter mailing budget for now and revisit next year (?).
  ➢ Add a category for miscellaneous office supplies, postage, etc.
  ➢ This budget is through June 2007 – next 2 years will be budgeted together (Helen and Jenny to discuss)

❖ Bylaws Update – Jenny, Sharon, Jim
  ➢ Jenny emailed document to everyone with Bylaws changes and updates shown.
    ➢ PDO added to Executive Board, defined role
    ➢ President to do 2 year development plan
    ➢ Quorum
    ➢ Up to $500 President can expend without approval
    ➢ Technological updates for voting, etc. added.
  ➢ To be presented to Membership for adoption at the June meeting (this needs to be sent out to membership
    in Mid-May)

❖ Communications Update
  ➢ Website:
    ➢ Added AICP article and Horn Point Workshop information
  ➢ Newsletter:
    ➢ PDF sent from Alex, sent to printer this week
    ➢ Next issue – DEADLINE FOR SUBMISSIONS IS JUNE 4TH, TO GO OUT MID-JUNE, AND YES
      THIS ISSUE WILL BE DIGITAL!!!!
      ➢ Should include new officers slate, new student reps, National Conference info., delegates, Horn
        Point workshop follow up and summary. Also legislative report and summary TDR report.
      ➢ Jenny to discuss with Alex his and UMCP commitment to continue doing the newsletter. We can
        reach out to membership for newsletter review and articles.
**Chapter Activities Update**

- **Workshops**
  - Horn Point
    - Workshop scheduled for March 30th at 1pm with reception at 3pm (Rich is bringing beer!), Helen to email details.
    - Most of setup and takedown will be done by staff at Horn Point
    - Helen is bringing sodas, juices
    - Caterer for food is Chesapeake Culinary School.
    - Helen to send bios to National APA for approval of CEU’s.

- **Awards Ceremony 2007** (to get back on track with odd years and conference on evens)

- **Regional Conference 2008**

- **National Conference (April 14th – 18th)**
  - Jason and Helen are 2 delegates
  - Joyce-Ann and Jim Potter are alternates for delegates.

- **Nominating Committee**
  - All slated positions are filled, no races, and at this point all are uncontested,
  - One possible petition for member-at-large.

- **Added as action on the Agenda - Morgan State to Co-Sponsor reception at National Conference – Joyce-Ann to Contact Alex on idea to give $500 each from MSU and UMCP on Co-Sponsorship?**

**PDO Update - Alan updating for Sharon**

- **AICP training workshop – 21 from Maryland Chapter, 30+ people total at DC training.**

  - **AICP Maintenance – Jim Potter**
    - To vote at National Conference on AICP maintenance criteria. Changes to be made hopefully, to make it easier to maintain certification.
    - What is the Chapter’s overall position? Currently 40 hours are required every 2 years by APA Sponsored courses/events. There is a fee involved in registering an event, several RLA, and non-APA but similar events will not register because of fees and ‘hassle’ involved. Current Proposal - is to support the requirement for CEU hours, but the way it is implemented is difficult for most members, needs to be updated.
    - AICP Commission to vote at National Conference? Delegates to vote? Chapter Presidents Council will make recommendations to AICP on CEU’s, AICP to vote ultimately. Rich will be attending the CPC.

**Incoming Governor and Administration transition teams:**

- Jenny reported on her participation on transition team. All drafts from various teams were due back to Governor’s team, went very well.

**Continuing coordination with NCAC Chapter:**

- Jenny and Art Chambers, President NCAC have emailed back and forth, Art to get back to Jenny after National Conference

  - **Advocacy Services**
    - House Bill 773 – amending 1141 from last year
    - House Bill 220 – “Green Bill”
    - Eminent Domain bill – to approach as ‘good’ planners
  - Review all Legislation and get back to Jenny or Rich with comments and feedback.

**Upcoming Meetings/Activities Schedule**

- April 20th – Conference Call
- May – Friday 11th? (Jenny has conflict with 18th for meeting)
- June – Annual Meeting, evening event? TBD
- **Other Information for the Good of the Chapter**
  - Chapter to donate LCD to Morgan State U. as philanthropy? **Motion by Helen Spinelli to purchase LCD for MSU with a spending limit of $400, Jim Potter seconded the motion.** Discussion – Jason asked for a formal proposal from Joyce-Ann on the purchase/donation. **Motioned tabled until proposal was presented to Executive Board.**

- **Adjoined meeting** – Motion by Jenny to adjourn the meeting, 2nd by Chris, adjourned at 11:15am

Respectfully submitted:

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Christine K. Finamore
Chapter Secretary