MD APA Executive Committee Meeting

Time: 10:00 am- 11:05 pm
Location: Zoom Call

1 Call to Order: Helen Spinelli
1.1 Meeting was called to order at 10:00 AM with the following attendees:
   Helen Spinelli  Andrew Bernish
   Sarah Diehl    Luke Benson
   Oliva Vidotto  Dr. Siddhartha Sen
   Angie Hernandez April Smith
   Alan Feinberg

1.2 Action on proposed agenda: None

1.3 Minutes Approval from July 17, 2020 meeting
   - There was no quorum, minutes were not approved.

2 Housekeeping Issues
2.1 Schedule and location of ExCom meetings for 2020
   - Note that in-person meetings still on hold for next few months
   - Friday, October 16, 2020 – annual meeting: virtual and sessions
     - Helen has the use of WebEx reserved with MDP
     - Misc. Discussion:
       - Helen noted that the AICP Board is making changes to credits in 2021- inclusiveness training, etc. may be added to requirements, but still would be able to self-report for 8 credits.
       - Andrew added that the renewal period has changed due to COVID 19 – those affected will have received an email.
       - Alan noted some sessions that he knows about and could be included in virtual conference, will send along that information.
   - Friday, November 20, 2020: Zoom
   - Thursday, December 17, 2020: TBD
   - Friday, January 15, 2021: Zoom (and in person?)
   - Friday, February 19, 2021: Zoom (and in person?)

3 Chapter Administration Issues: Action Items – no action items at this time
3.1 Decision on One Charles Place Lease: there is some question as to the efficacy of having an office which most likely will not be used until post pandemic.
   - Angie had brought up some questions about the need for the lease this year in an email.
   - Helen noted that we probably would not be able to use it until early next year and that she has talked with AIA at One Charles Place
We have the insurance needed and are covered for general liability.

The lease has not been signed – AIA wanted the signed lease before September 1st.

Angie noted that she was originally supportive, but a lot has changed in the world. Original thoughts was to have this as a central event space and was looking to a lot more in person training, etc. Now, the way of networking and the idea of an office has changed dramatically.

Olivia agreed, her county has a new commitment to teleworking, with the idea of shared offices for when we go back and dramatically decreasing space. Could perhaps look at renting a space quarterly in different locations to vary location and get different groups involved.

She also noted that she would like to entertain the idea of setting up a zoom conference for her meeting that she had set up for the spring and she is not even going to propose it for the fall (in person) yet.

Helen noted that her and Steve are going to do a session with UMD and nature conservancy next spring and fall.

Alan added that we need to think regionally but interact locally. He is trying to set up a brown bag sort of meet up with a combination of Zoom when necessary. He thought it would be interesting to include citizen planners in these conversations.

Sarah and Angie expressed agreement with Olivia's idea of renting a space quarterly in different locations around the state.

Dr. Sen noted that Morgan State has not committed to the space yet either, they are looking at the financial side of things. Significant budget cut from the state on the side of not having dorms is causing financial strain.

Helen summed up that at this point, we will not be signing the lease at One Charles Place.

New Business

Annual Meeting – October 16, 2020: Suggest we hold two sessions- one on Ethics and one on Law.

Helen noted that she does not want to duplicate events that might be happening with Alan’s group. She suggested that we might hold this meeting to recap what didn’t happen this year and to do some projections of what we want to do in the coming year. She would like to give this opportunity to show planners what we are doing to help them. She is looking for content ideas – suggested middle housing and the problem that it has become.

Angie noted this is a huge opportunity to have conversations with other planners about adaptive reuse and what development is going to look like and the impact of working remotely on transportation systems, etc. It is going to take some time before we develop best practices.

She brought up the Women’s group at JMT and the discussion panels that have been going on and how well that has been working in the current environment.

Alan referenced a session he attended where there were three different presenters who spoke for less than 10 minutes before they broke off into rooms and then came back with a synopsis at the end. The rooms worked well. There are enough topics that we could chose to do that, we would just need people to facilitate.

Helen questioned whether we are going for more of a webinar or a Zoom meeting? We are scheduled to do a webinar – this is more restrictive in terms of interactive discussion, but we don’t have to do that.

Angie questioned how strict are for credit events in terms of format? Would a Zoom meeting suffice to offer credits?

Helen will look into this. For for-credit events there is an application process that must define speakers, etc.

Angie added that she thought we could probably do this with enough qualified facilitators. The key is not creating an environment where participants sit and are talked at for a hour.

Sarah suggested the Design for Distance Competition in Baltimore as idea for panelists for a discussion.

Helen to work with April to work on an agenda – let her know if you have ideas for speakers or connections to those who have been working on transitioning space, etc.
• Olivia mentioned that her staff was asked to critique good and bad of virtual environments at planning commission meeting. We could do a 30-minute discussion about dos and don’ts of virtual meetings.
  o Helen agreed - best practices of virtual meeting- what we have learned, etc.

4.2 Other sessions for the membership from regional representatives?
• Discussed above.

4.3 Newsletter – Update from editors and meeting: none.

4.4 Status of Business Manager Position- April is on-board and work programs shared. She is working on newsletter and annual meeting items.

5 Treasurer’s Report: Provided ahead of meeting by Lauren.

6 Committee Updates
6.1 EPG: Jasmine – Not available.
6.2 Activities: Olivia discussed above
6.3 Communications: Peter – Not available.

Misc. Discussion
• Helen would like to schedule another meeting before the annual meeting to catch up. In the meantime, she will catchup with Joe.
• Helen also noted the APA election that occurred- we will be have a new treasurer and VP starting in January and Sarah will be starting her new term in January as well. Helen wants to work on a transition plan to make the process much smoother.
• Angie added that she will potentially be moving out of state before the end of the year and that the statewide representative position will be available.
• Dr. Sen noted that he has found a new student representative for Morgan State and will send her information to Helen. He is also planning on getting in touch with Helen about students potentially having a part in the annual meeting.

7 Adjourn
• Meeting adjourned at 11:05.

ACTION ITEM SUMMARY

1. Members encouraged to reach out to Helen with ideas for the annual meeting.
2. Helen to catchup with Joe regarding WebEx and the annual meeting.
3. Dr. Sen to send new Morgan State representative’s information to Helen.