

**Pennsylvania Chapter of the American Planning Association**  
**Executive Committee Meeting**  
**Monday, November 23, 2015**  
**Via Conference Call**

**In attendance:**

Brian O'Leary, AICP, President  
James Cowhey, AICP, Vice President  
Amy McKinney, Secretary  
Pam Shellenberger, AICP, Treasurer  
Justin Dula, AICP, incoming Treasurer

Leah Eppinger, AICP, incoming Secretary  
Sara Pandl, AICP, Lehigh Valley/Berks Section  
Peter Wulfhorst, AICP, Northeast Section


Susan Shermer, APA PA Admin  
Kim Gusic, APA PA Admin

1. Executive Committee meeting was called to order at 2:02 PM.
2. Budget
  - Pam, Justin, and Susan met a few weeks ago to go over a preliminary draft of the budget. Pam reviewed the preliminary budget in detail with the executive board. As they were reviewing the draft budget they made some changes to balance the budget. The preliminary draft budget will be brought to the full board meeting for approval. Susan Shermer will check with Rick Bickel to see if he will continue to provide a scholarship.
3. PMPEI
  - Stan Lembeck had a long standing informal relationship with Penn State Extension. Penn State will not be renewing their agreement with PMPEI. PMPEI is in discussion with Pennsylvania State Association of Boroughs for administrative services. We look forward to hearing the PMPEI succession plans during the December Board meeting.

Amy McKinney left the call at 2:39.
4. Transition
  - There will be an in-person transitional meeting of incoming Board members in January.

Meeting adjourned at 3:09 PM.

Minutes taken by:

  
Kim Gusic

Minutes reviewed by:

Amy McKinney

Approved by the Executive Committee on December 3, 2015