



**Pennsylvania Chapter of the American Planning Association  
Executive Committee Meeting  
Friday, November 18, 2016  
Via conference call**

**In Attendance:**

James Cowhey, AICP, *President*  
Justin Dula, AICP, *Treasurer*  
Leah Eppinger, AICP, *Secretary*  
Sara Pandl, AICP, *Lehigh Valley/Berks Section*  
Peter Wulfhorst, AICP, *Northeast Section*  
Brian O'Leary, AICP, *Past President*  
  
Susan Shermer, *non-voting*  
Kim Gusic, *non-voting*

**MINUTES**

The Executive Committee meeting was called to order at 10:01 a.m.

**DRAFT budget**

The budget was reviewed in detail and small adjustments were made. The 2017 draft budget reflects a net profit. The Board of Directors will discuss this budget in December.

**Chapter President Items**

- a. Strategic Plan  
2015-2018 Strategic Plan: ongoing, no new updates.
- b. State Planning Board Working Groups  
James Cowhey plans on attending the meeting on December 1.
- c. Shale Energy Policy Committee - Progress  
James Cowhey is still waiting for a few names from Sections to be part of the implementation committee.
- d. Planners4Health Initiative  
The Chapter was awarded funding from APA. Justin Dula is the project manager for this initiative. He reported that he is pulling task force together; task force members need to submit resumes. Webinars will be held.
- e. PA Humanities Council/Orton Foundation  
Workshop details are being shared with members; they are also working with DCED.
- f. Medical Marijuana  
Medical marijuana resources/info will be shared on website via a list that Justin Dula prepared. Chester County is trying to create a zoning ordinance. Tri-County has a link that can be added to this list. It is likely that this topic will be of interest at the 2017 conference.

g. PMPEI

There was a request from George Fasic made in January for additional support. PMPEI was told we would re-visit the request if the Chapter had funds to allocate. We are in the position to give \$1000. However, we want to stipulate that the Chapter be acknowledged as a partner and listed as a co-sponsor for trainings in any materials or websites. We want to continue to receive reports from them. **A motion was made by Sara Pandl, and seconded by Brian O'Leary, to award PMPEI \$1,000 for 2016; the motion carried.** The 2017 budget does include an increase of \$1000, and will be voted on in December by the Board.

**Chapter – New**

2017 is an election year; a **Nominating Committee** will need to be formed. This will be added to the December agenda. James Cowhey appoints the committee and advises the Executive Committee.

We decided to combine the **Membership and Communications committees**. Members are Brian O'Leary, Amy Evans, Amy McKinney and a new third member (Betsy Logan) from the Communications committee.

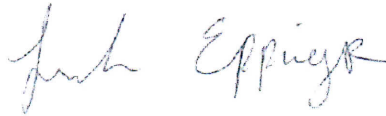
Susan Shermer suggested that we have an end of year **fundraiser for scholarships**. The Executive Committee agreed that this was a good idea. Fundraising, non-dues income continues to be on our radar. A Financial Stability ad hoc committee will include James Cowhey, Justin Dula and Pam Shellenberger and Susan Shermer. They will have a conference call after Thanksgiving.

Minutes taken by:



Kim Gusic

Minutes reviewed by:



Leah Eppinger