



**Pennsylvania Chapter of the American Planning Association
Executive Committee Meeting**

Friday, March 10, 2017

10:00 a.m. – 12:00 p.m.

Via conference call

MINUTES

In attendance:

Amy McKinney, *Vice President*
Justin Dula, *AICP, Treasurer*
Leah Eppinger, *AICP, Secretary*
Brian O'Leary, *AICP, Past President*
Rachelle Abbott, *AICP, Central Section*
Peter Wulfhorst, *AICP, Northeast Section*
Sara Pandl, *AICP/RLA, Lehigh Valley/Berks Section*

Pam Shellenberger, *AICP, Central Section*
Katie Stringent, *Southwest Section*

Susan Shermer (non-voting)
Kim Gusic (non-voting)

Absent:

James Cowhey, *AICP, President*

Reminder: April 7th is a full Board meeting in Ferguson Township, State College

The meeting was called to order at 10:11 a.m.

Financial Statements

Justin Dula reviewed the financial statements as of February 28th. Past due membership dues reminders were sent. 2016 Tax returns were filed for the Chapter and the Spaulding Trust.

Section Elections/Nominations

The committee met on March 7. They are looking for candidates to run for election. The current officers are running for re-election. Each Section got a membership listing of their Section members. This committee would like to have names by mid-April to share with the Executive Committee. During the committee call, James Cowhey expressed that chairing the nomination committee felt awkward since he is running again. He thought the past president should head the nomination committee. We will note this as a possible bylaws change.

Shale Energy Policy Committee

Information was emailed previously to the Board by James Cowhey. Those on the call had no questions or comments about the documents drafted by Dennis Auker.

Financial Stability Committee

Members include James Cowhey, Pam Shellenberger and Justin Dula. A draft annual sponsorship package was developed as a way to raise non-dues revenue. One idea is to start soliciting in November-January. The Sponsorship packages is a draft, edits are welcome. The website would need to be updated, with low costs. Some expressed concern that this would take away from conference sponsorship, and wondered if part of the package could tie into the conference. Our next step will be to roll out information only on advertising in the newsletter to see if there is any interest.

Education Committee

James Cowhey and Rick Hoch had a conference call recently to discuss the education committee. Rick is to draft an email to send to other schools. James has reached out to Kayla Martinez, the student rep, to see how we can support them.

Membership/Communications Committee

This committee needs a Northeast member; Peter Wulfhorst will check with his Section. The brochure was shared with executive committee. It is posted on the website. We plan to send it to county planning directors with a cover memo in about a month.

Planners4Health Initiative - Update

Justin Dula is the project manager for the Healthy Communities in PA task force. The first disbursement of grant money has been received. He reported that it is a very open-ended process. He is seeking someone in the Northwest section to join the taskforce. They are focusing on diversity around the state. They are considering sending a survey to each county. They meet via conference call on the third Thursday of every month. Justin hopes that the taskforce will continue as a Chapter initiative after the grant period.

PA Humanities Council/Orton Foundation

James Cowhey, Amy McKinney, Susan Elks and Susan Shermer participated in a conference call with the PA Humanities Council and the Orton foundation. They discussed what each organization does and how we can partner with each other. We talked about the Community Heart and Soul project. It was noted that the Heart and Soul guide is helpful even if an organization doesn't fit the demographic. The PA Humanities Council/Orton Foundation hopes to present at the annual conference. The Orton Foundation expressed interested in conference sponsorship.

Annual Conference Update

The Call for Presenters deadline is approaching and session selection is scheduled at the end of March. Sponsorship information is now available; there is interest already. All subcommittees are making good progress and moving forward.

Medical Marijuana

Some municipalities are starting to develop ordinances. The Chapter website has a resource sheet available; send any changes to Kim Gusic to keep it updated.


Our Annual Report project is upcoming. Board members - please be prepared to share information with the Chapter.

The conference call ended at 11:07 a.m.

Minutes taken by:

Kim Gusic

Minutes reviewed by:



Leah Eppinger