



**Pennsylvania Chapter of the American Planning Association  
Executive Committee Meeting  
Friday, August 25, 2017**

**In attendance:**

James Cowhey, AICP, *President*

Amy McKinney, *Vice President*

Leah Eppinger, AICP, *Secretary*

Justin Dula, AICP, *Treasurer*

Rachelle Abbott, AICP, *Central Section*

Sara Pandl, AICP/RLA, *Lehigh Valley/Berks Section*

Steve Pitoniak, *Northeast Section*

Katie Stringent, *Southwest Section*

Peter Wulfhorst, AICP, *Northeast Section*

Susan Shermer (non-voting)

**MINUTES**

**Our next Board meeting will be on Monday, October 2, 2017.**

1. Executive Committee was called to order at 9:32 a.m. EDT.

2. Financial Statements

Susan Shermer Reviewed financials for the period ending July 31<sup>st</sup>.

PNC Fees for Sections: Northwest and Southeast sections are still receiving paper statements. If Sections wish to avoid a \$2 fee each month, the authorized signer must visit a local PNC branch and ask them for online banking. After online banking is established, statements can be viewed electronically.

3. Chapter President Items / Ongoing

Strategic Plan

2015-2018 Strategic Plan – Implementation ONGOING

Planners4Health

Justin Dula reviewed the Healthy Communities Roundtable event held on August 22. The grant is coming to an end, and this project will need to become a Chapter committee staffed by volunteers. Line items in the original budget may be adjusted; **Justin will prepare a request for the full board meeting to shift some funds.** He will attend the APA leadership conference in DC in September.

Workshop on walkable communities

A group of PA State agencies conducted a workshop on walkable communities last year, which led to some actions and goals for this year. There is another workshop on September 21. Justin will participate; **if anyone is interested in attending please let Justin know ASAP.** An idea for a Great Places category for next year could be great walkable communities.

#### Education Committee

The committee has been inactive; a new chair person is needed. James Cowhey would like to reinvigorate the committee; watch for emails. The Southeast section has a small group of members who may be interested.

#### Legislative Committee

Committee has been inactive. James Cowhey would like to appoint Ariam Ford as chair. **A motion was made by Leah Eppinger and a seconded by Sara Pandl; the motion passed.** James will notify her of the appointment. Ariam will also be attending the Leadership Conference in DC.

#### Annual Conference Update

Susan Shermer shared an update on the conference. Our sponsorship goal has been surpassed; currently \$41,000 has been raised. Speakers, sponsors, and exhibitors were sent information on how to register for the conference. The planning committee will hold a baskets raffle; there will also be silent auction items and a 50/50 drawing. An email request for baskets was sent to county planning directors

#### 4. New Business

##### PMPEI Board:

PMPEI has been reporting to us regularly. The Chapter has asked Jennifer Boyer and George Fasic if they wish to continue serving, and they replied in the affirmative. Their term would begin on January 1, 2018 for two years. **Justin Dula made a motion to reappoint Jennifer and George and a second was made by Amy McKinney; the motion passed.** James Cowhey would like to appoint Jim Lettiere to serve out the rest of Bill Gomes' term which expires at the end of 2018; **Sara Pandl made a motion to appoint Jim Lettiere and a second was made by Peter Wulforth; the motion passed.**

#### In the Parking Lot

Partnering with DCED/ 50<sup>th</sup> anniversary of the PA MPC

- Nothing new to report.

Incorporate Planners4Health/Healthy Communities as a committee into APA PA

- Formalize.

##### FAICP

- Susan Elks and Sections are proceeding.

##### Shale Energy Policy

- Nothing new to report at this time. James Cowhey will ask Dennis Auker.

##### Bylaws Committee, proposed change

- Will need to constitute a committee.

##### Financial Stability Committee

- Nothing new to report at this time

Scholarship/Professional Development Committee

- Chapter no longer has an Irv Hard award. We need to find a way to sustain scholarships for the future, possibly forming an endowment. We will discuss at the board meeting.

Membership/Communications Committee

- Nothing new to report at this time. Southeast section has a sub-committee for website updates (partnering with APA).

Additional items:

- Stephen Henderson Pitkin passed away; the Board agreed to make a donation in his memory.
- The Chapter needs a new student representative, especially after we get our Education committee reorganized.
- A drafted *Proclamation* from Jon Eich for National Planning Month was emailed: the executive board is asked to review this and send any changes to Jon Eich (thank you!)

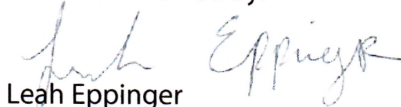
Meeting adjourned at 10:55 a.m. EDT.

Minutes taken by:



Kim Gusic

Minutes reviewed by:



Leah Eppinger