



**Pennsylvania Chapter of the American Planning Association
Board of Directors Meeting
Friday, April 7, 2017**

MINUTES

In attendance:

James Cowhey, AICP, *President*
Leah Eppinger, AICP, *Secretary*
Justin Dula, AICP, *Treasurer*
Rachelle Abbott, AICP, *Central Section*

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

Via conference call

Susan Elks, AICP, *PDO*
Amy McKinney, *Northwest Section*
Brian O'Leary, AICP, *Past President*
Sara Pandl, AICP, *Lehigh Valley/Berks Section*
Steve Pitoniak, *Northeast Section*
Pam Shellenberger, AICP, *Central Section*
Katie Stringent, *Southwest Section*
Peter Wulforth, AICP, *Northeast Section*

Reminder: June 9 is a full Board meeting at the Centre Region COG, State College

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

Minutes

A motion was made by Pam Shellenberger to approve the December 2, 2016 Board meeting minutes, Brian O'Leary seconded the motion; the motion carried.

Katie Stringent was in attendance for the Executive Board meeting on March 10. **With this change, a motion was made by Justin Dula to approve the March 10, 2017 Executive Board meeting minutes, Rachelle Abbott seconded the motion; the motion carried.**

Financial Statements

Justina Dula reviewed the financial statements as of March 31st. There is a motion to accept the March financials by Leah Eppinger, Rachelle Abbott seconded the motion; the motion carried. [Note: financial statements are not accepted via a motion.]

PNC Fees for Sections: There is now a fee to receive a paper statement in the mail. To avoid this fee, each Section must sign up for online banking. **PLEASE notify the Chapter if you choose the online banking option. The Chapter will send a reminder every month requesting a statement;** otherwise Sections will incur this fee. There is a minimum balance for Sections, if your Section falls under the minimum, there is a fee (currently, all sections have sufficient balances).

Chapter President Items / Ongoing

Nothing new to report.

FAICP

Susan Elks shared information and the process on FAICP nominations. Generally speaking APA wants to recognize someone in mid-career, not nearing retirement or retired. The deadline is in October 13th, intensive follow-up is required to make sure all documents are submitted. Sara Pandl said Ann Hutchinson and John Theilacker had an impact in the LV section on their work in land-use planning. **Susan Elks will gather more information on the names below and will ask for an email vote.**

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|------------------|-----------------------|
| 1. Alex Graziani | 6. David Ward |
| 2. Felicia Dell | 7. Rick Collier |
| 3. Ray Ott | 8. Antonio Fiol-Silva |
| 4. Brian O'Leary | 9. Ann Hutchinson |
| 5. Tracey Vernon | 10. John Theilacker |

Section Elections/Nominations

Still looking for candidates.

Shale Energy Policy Committee

Is on-going.

Financial Stability Committee

The Chapter will begin to share Vantage Point advertising information on the website. The Committee needs to have a discussion on full sponsorship packages.

Education Committee

James Cowhey and Rick Hoch had a telephone conversation to discuss this committee. The overall goal of the committee is to be more student-friendly, giving students more of a role in the Chapter. **Rick will follow-up with an outline of an email to be sent to existing/prospective committee members.**

Membership/Communications Committee

A Northeast Section member has joined this committee. **The Chapter is getting printing quotes for the brochure.** There is a County planning directors meeting on May 5; **we will ship brochures to Amy McKinney to distribute.**

Planners4Health Initiative

Justin Dula shared an update on the Healthy Communities taskforce. **They plan on conducting a survey of planning directors.**

PA Humanities Council/Orton Foundation

There has been a continuing partnership and outreach. They will present a session at the conference.

Annual Conference

The committee has reviewed the *Call for Presenters* submissions and selected sessions. **Committee members are following up on some proposals.** Confirmation emails will be sent to speakers soon. The Sunday welcome reception will be held at the Philatelic Society Center in Bellefonte. A sponsorship request email went out the week of April 3rd. The plenary session speakers are still being developed. We hope to finalize them in the next month.

Medical Marijuana

Is on-going.

Committee Reports: reports were emailed (from those who had something to report)

Southeast Section: Report was emailed. Justin also informed the board of a *Future City* webinar event on April 18, anyone can join.

Central Section: Report was emailed. Rachelle also informed the board of a *Stormwater Management* event on May 18; the event will have CM credit and anyone can join. She also shared information on PMPEI sponsorship events. Lindsay Schoch was the recipient of the professional Development scholarship.

Professional Development Committee: No funding from DCED this year for the spring event. With other Sections having events, there is no concern about the lack of a spring training this year.

Northeast Section: Report was emailed. Peter shared information on their event that was held in March.

New Business

Region 1 is looking for a PA Chapter representative. Susan Elks had expressed interest; her name will be put forward to Region 1.

We took a lunch break from 12:15 to 12:50 p.m. The meeting adjourned at 1:11 p.m.

Minutes taken by:


Kim Gusic

Minutes reviewed by:


Leah Eppinger