



**Pennsylvania Chapter of the American Planning Association
Board Meeting
Friday, June 9, 2017
Centre Region COG, 2643 Gateway Dr, State College 16801**

MINUTES

In attendance:

James Cowhey, AICP, *President* (via phone)
Amy McKinney, *Vice President*
Justin Dula, AICP, *Treasurer*
Rachelle Abbott, AICP, *Central Section* (via phone)
Susan Elks, AICP, *PDO*
Sara Pandl, AICP/RLA, *Lehigh Valley/Berks Section*

Troy Truax, AICP, *PODO* (via phone)

Denny Puko (DCED, guest)
Herman Slaybaugh (PMPEI, guest)
Kim Gusic (non-voting)
Susan Shermer (non-voting)

The Board of Directors meeting started at 11:02 EDT a.m. Introductions were made.

Rachelle Abbot presented information about projects happening in Lycoming County with private-public partnerships such as the Healthy Aging Center in Williamsport.

Minutes

Minutes from the April Full Board Meeting: James Cowhey had a minor change with the minutes under *New Business*. **With this change there was a motion made by Amy McKinney to approve the April 7, 2017 Board meeting minutes, Sara Pandl seconded the motion; the motion carried.**

Financial Statement

Justin Dula reviewed the financial reports. PNC fees for Sections reminder: PNC levies a \$2 paper statement fee. Southwest, Lehigh Valley/Berks and Central sections have online access.

Chapter President Items/Ongoing

2015-2018 Strategic Plan - Implementation

- a. Bylaws Committee, proposed change (included in board materials)
 - James Cowhey suggests that past presidents should be the chairs of nominating committees. **A motion was made to work on the bylaws by Sara Pandl. Justin Dula seconded the motion; the motion carried.**
- b. Partnering with DCED/ 50th anniversary of the PA MPC
 - Denny Puko made a presentation about the upcoming 50th anniversary (notes were handed out). It is anticipated that there will be a 2018 Statewide forum/Symposium celebrating the MPC. The State Planning Board supports the idea. Denny Puko asked if the PA Chapter could partner with DCED. **There was a motion of commitment and support by Susan Elks. Amy McKinney seconded the motion; the motion**

carried. James Cowhey and Susan Elks will be the Chapter representatives in this partnership. George Fasic would be helpful. We could possibly promote this at the conference in 2017 (during the Tuesday luncheon). One idea is to record stories (story core style) at the conference on why it's important to be a planner.

- c. Planners4Health Initiative: Justin Dula gave an update.
 - Justin shared some of the results from the Planning Directors survey. A presentation was developed for anyone to use or incorporate into a meeting. **He suggests that Healthy Communities in PA be added as an ad hoc committee in the bylaws.** Justin Dula could be the chair. Amy McKinney would like to be added to taskforce. **The Board agreed to approve another conference registration at no cost.** Support is needed perhaps through sponsorship dollars to cover the work of the taskforce after September. Justin has a request for Shermer & Associates to continue taking minutes and manage organization after September. Without administrative support, the taskforce would need to scale back work to quarterly meetings.
 - **PA APA needs to have a discussion on this initiative going forward.**
- d. FAICP
 - Susan Elks reported that the PA Chapter will bring forward Alex Graziani. The Southeast section will bring forward Brian O'Leary and Rick Collier. The Central section will bring forward Tracy Vernon. She is still waiting to hear from the FAICP nominees to see if they wish to move forward.
- e. Education Committee
 - It is felt that the Committee should be student oriented. **James Cowhey will reach out to Lynn Mandarano.** Susan Elks recommended adding a recent graduate. **The Board still needs a student representative.**
- f. Legislative Committee
 - Erica Ehly resigned as chair. **James Cowhey will reach out to Ariam Ford, who had expressed interest.**
- g. Annual Conference Update
 - Speaker confirmation letters have been sent. Keynote speakers are finalized. A location for the welcome reception has been selected and contract has been signed. Sponsorship opportunities are available; \$14k has been received with \$23k more needed. Mobile workshops are being finalized; there are 4 mobile workshops planned. Ethic sessions are being finalized.

2. Ongoing

- a. Shale Energy Policy Committee
 - Letters went out and the committee hasn't received any responses
 - Letters were taken to a County Planning Directors meeting
- b. Financial Stability Committee: no update at this time; committee needs to regroup
- c. Membership/Communications Committee
 - Membership brochure is available online and print copies are available
 - Next step is to develop an exit interview for members that drop
 - Also update orientation process and begin for onboarding new members
- d. Southeast Section
 - Justin provided an update on activities.

- Website update; SE will follow-up with APA on future website updates that could affect the chapter and sections

We took a lunch break at 1:05 p.m. EDT

We resumed at 1:38 p.m. EDT

3. New Business

Review Scholarship Applications

- Board reviewed and had discussion about scholarship applications. Four scholarships will be distributed. \$1800 for each student.

The Board meeting adjourned at 1:57 p.m.

Minutes Taken by:



Kim Gusic

Minutes reviewed by:

Board of Directors