



Executive Committee Meeting 11/04/13

Location: Offices of AKRF Inc. – 7th Floor, 440 Park Avenue South, New York, NY

I. Procedural Duties

Call to order at 6:05 PM

II. REPORTS

A. President

- Annual Report
 - i. Individual reports need to be submitted to G. Holisko in order to compile the Annual Report for the Biennial Conference
- Karen B Smith Chapter Awards
 - i. Purpose is to recognize chapter accomplishment for outstanding leadership, outreach to community, chapter achievement, etc
 - ii. J. Rausse suggested determining who in the Chapter to nominate, as nominations are due December 17.
- Biennial
 - i. J. Rausse reported that lots of people helping out, and that the program looks to be in good shape. There was a run-through at the facility last week
 - ii. Current attendee count of 217 (listed capacity of 275), and 35 volunteers
 - iii. Coordination regarding volunteer schedules, collecting presentations, and confirming sponsorships is ongoing
 - iv. Costs were discussed and it was determined that the event is close to breaking even.
 - v. Name tags list to come from K. Saxena/R. Harris to G. Holisko with name and organization in order to print name tags for the conference.
 - vi. J. Rausse reported that Paul Farmer will be in attendance
- Position search
 - i. J. Rausse needs more constructive feedback from the search sub-committee on the examples he sent out
 - ii. There was further discussion on how to structure the position and what functions it should cover.
- Website:
 - i. J. Rausse asked for any comments or requests for the website.
 - ii. P. Lozito suggested including Chapter-only membership sign-up online, but it was noted that no other Chapter currently has this available.
 - iii. There was a discussion of the idea of listing the Chapter's membership on the website. However, there was some apprehension due to privacy issues.
- Op-ed

- i. J. Rausse sent out solicitation for op-ed ideas and received input from two 2 committees. Further solicitation will be done in order to receive more input.
- ii. K. Saxena noted that we need to engage with new administration, so they consider the chapter as a partner

B. Secretary

- Previous meeting minutes to be sent out via email.

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C. VP Programs

- K. Saxena reported on the Biennial Conference during the President's report (see above)

D. VP Committees

- S. Yackel has been focusing on the Awards Committee for the Biennial Conference.

E. VP Professional Development

- T. Lund was absent and reported via email that the Biennial Conference has been entered for CM credits.

F. VP Intergovernmental Affairs

- M. Levine was absent.

G. Treasurer

- R. Harris has been focusing on the Biennial Conference and has no additional report.

H. School Relations

- P. Lozito reported that SRC is organizing a Citi Bike tour, as well as a Mayoral election party with YPG
- P. Lozito has also been coordinating volunteers for the Biennial Conference.

I. Young Planners Group

- K. D'Erizans was in attendance to introduce her replacement as YPG Chair, Keri Ouellete.
- YPG is co-sponsoring a Mayoral election party with SRC
- There was a discussion regarding Youth in Planning. Dan Compitello will be organizing YIP, beginning in January 2014
- The next YPG meeting will be held on November 18 at the offices of AKRF
- YPG is looking to start a new mentoring program in the winter
- J. Rausse gave thanks to K. D'Erizans and noted that YPG has been a great success and a national model.
- K. D'Erizans is still working on a National YPG Guidebook with M. Sokol, which will be rolled out at the National APA conference in Atlanta.

J. Long Island Section

- E. Dokonal reported that the section is organizing walking tours once per month, with the next one on November 15.
- E. Dokonal will try to coordinate CM credits with T. Lund for this event.
- R. Harris is working to include LI Section financials in reporting to APA National.

K. New York City Section

- M. Sokol was not in attendance. He reported via email that he has been involved in helping with the Biennial Conference and planning the Chapter's annual Holiday Party, which is tentatively scheduled for the evening of Monday, December 16th, at Scandinavia House.

L. Hudson Valley East Section

- L. Herbert was not in attendance. He submitted the following report via email:
 - i. The LHVE Meet N' Greet has been scheduled for Wednesday 11/20, lunchtime at this place in the White Plains DMV mall.

- ii. I am in the process of setting up the LHVE holiday party. I am trying to do it at the same place as last year:
<http://www.blackbearwp.com/index.php> It will NOT be scheduled on 12/16. Probably later that week or the week before
- iii. We're going to try to have an evening session sometime in January about the craft beer and distillery industry. The lower Hudson Valley has had a huge influx of these businesses. So I am going to try to set up a discussion of how these new businesses can be permitted and regulated. The session will probably be in Port Chester.

M. Hudson Valley West Section

- D. Gilmour had no report.

III. ADJOURNMENT [7:36 pm, motion: K. Saxena; seconded: P. Lozito]

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