



Executive Committee Meeting 9/9/13

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

I. Procedural Duties

Call to order at 6:05 PM

II. REPORTS

**A. President**

- Chapter By-Laws
  - i. J. Rausse noted that there were no comments to date on the proposed chapter by-laws and asked whether the executive committee wanted to vote on them or review further
  - ii. M. Sokol asked about two comments he had made, regarding YPG and section meetings. J. Rausse responded that those changes were made.
  - iii. Motion to adopt the chapter by-laws, with caveats that M. Sokol's edits are reflected and that no further comments have been received, moved by S. Yakel, seconded by P. Lozito, and approved by all.
  - iv. It was clarified that the by-laws need to be approved by the executive committee (as opposed to the general chapter membership), and that quorum was reached.
- RDRC and EDC Gamechanger RFP
  - i. J. Rausse reported that RDRC wants to list the chapter as a partner on the RFP
  - ii. T. Lund noted that we need to see the official proposal in order to agree to it, avoid conflicts of interest for individual board members, and make sure that the scope is clear.
- Executive Search
  - i. J. Rausse had sent a series of documents via email regarding the potential executive director position, in response to feedback from other APA chapter presidents
  - ii. He noted that he would like the executive committee's feedback in order to make a decision by the end of the year
  - iii. The position would be expected to be part-time and not include benefits
  - iv. Rationale for the position: most chapters do have some type of staff; perform needed administrative work; perform fundraising work; order and stock stationary; do design work; help raise the chapter's profile; implement partnerships with other organizations.
  - v. J. Rausse proposed forming a sub-committee to work on putting together the job parameters and description. Volunteers: M. Levine, P. Lozito, L. Herbert, D. Gilmore, J. Rausse

- vi. Next steps: initiative the sub-committee, reach out to region planning schools and not-for-profit organizations as potential partners
- Biennial Conference
  - i. K. Saxena reported that there has been a great response from the solicitation for sessions. A draft program matrix has been compiled by M. Sokol and circulated to everyone; there needs to be discussion and decisions on what is included, and a finalization of the conference program
  - ii. Theme: Post-Sandy resiliency. The keynote speaker will be Seth Diamond, the NYS Director of storm recovery
  - iii. Next steps: reaching out to potential traditional (i.e., consultants, law firms) and non-traditional (i.e., not-for-profit organizations) sponsors.
  - iv. It was noted that J. Rausse cannot be named on sponsorship materials, due to NYC conflict-of-interest rules
  - v. S. Yackel had sent out the nominations for awards this year via email.
  - vi. Arrangements still needs to be made regarding cocktails post-conference
- Leadership Conference
  - i. J. Rausse and M. Levine will be attending (in Crystal City, VA). All are welcome to come.

#### **B. Secretary**

- Previous meeting minutes to be sent out via email.
- Annual report: sections for each executive committee member (and for each committee) need to be prepared in the coming weeks so that the report can be distributed at the Biennial Conference.

#### **C. VP Programs**

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

#### **D. VP Committees**

- S. Yackel reported that there was a call for volunteers for chapter committees, which had some good responses
- Awards Committee: a new Long Island representative, Gene Murphy, joined the committee
- The Awards Committee selected a balanced list of award nominees based on the nominations that were received
- Following an executive committee vote on the list, the committee will reach out to the nominees, and there should be a press release on the awardees prior to the conference
- Student awards will be granted at the conference, but these should be moved to the spring, during the studio presentations, so this should be the last year they are awarded in the fall.
- J. Rausse noted that he still has to select the recipient of the Floyd Lapp Awards, and that an additional awards will be presented for those who participated in the RDRC report.
- T. Lund moved to endorse the Awards Committee's list of nominees; P. Lozito seconded; all voted in favor, with S. Yackel abstaining

#### **E. VP Professional Development**

- T. Lund reported that there is a strong number of CM credit proposals, but that the proposal sheets need to be completed fully
- T. Lund is preparing for the study group for the Fall AICP exam. She noted that, as participation is declining, she will change the format this year and will not invite specialists to present
- T. Lund reported that there was concern that Hunter College graduates had a below-average pass rate on the exam, compared to other regional planning schools. The college's planning school has clarified that the rate has actually been improving in the past four years and is actually dragged down by poorer performance prior to that.
- As there is low interest in taking the AICP exam, there was a discussion of how to engage planning schools to encourage planning students to take the exam, and revise the preparation course.

#### **F. VP Intergovernmental Affairs**

- M. Levine discussed the draft statement on the East Midtown Rezoning, which he had circulated via email earlier. He noted that there is still time to comment as the proposal is in the ULURP process.
- K. Saxena and M. Sokol reiterated that they are recusing themselves from the vote on the rezoning
- It was agreed that an email vote would be held in one week.

#### **G. Treasurer**

- R. Harris, J. Rausse, and Donald Burns will touch base on the upcoming budget.

#### **H. School Relations**

- P. Lozito reported that students are enrolling in APA and chapter membership. P. Lozito will reach out the schools to encourage students to enroll, given that their first year is free
- A Happy Hour is planned at South 4<sup>th</sup> Bar in Williamsburg on 9/13, in coordination with the YPG.
- Park(ing) Day will be on 9/20, P. Lozito has reached out to Transportation Alternatives and the chapter transportation committee.
- GALIP walking tours are coming up, including of the Atlantic Avenue BID area, with Josef Szende.
- Other upcoming SRC events include a mayoral election night panel, a collaboration with Oxfam, and a collaboration with the Muslim Brotherhood.
- P. Lozito reported that he was re-elected to his position

#### **I. Young Planners Group**

- K. D'Erizans was not in attendance. J. Rausse reported that she, and the leadership of the Youth in Planning program, are resigning, and replacements will be selected quickly in order to maintain the program's momentum

#### **J. Long Island Section**

- Report submitted via email:
  - i. Long Island Resiliency and Reconstruction conference will be held on 9/12

- ii. SCPFC will be in October. APA has an ethics panel scheduled. David Woods was to put a presentation together, but due to his new position, he is unable to hold it.
- iii. The Section has been very active all throughout the summer. Since the East End conference, which was a great success, we had members asking for another conference closer to Nassau, hence the conference in a few days. A lot of work. We have 90 people registered, should be good.
- iv. Kathy, our treasurer had a conversation with Ryan, and we will be able to move forward with scheduled reports, as requested.

**K. New York City Section**

- M. Sokol has been working on the Biennial Conference
- A Section Happy Hour is planned for the early fall, in coordination with Donald Burns
- Planning for the annual holiday party will begin in the coming weeks

**L. Hudson Valley East Section**

- A happy hour is planned in the Bronx (maybe at Bronx Ale House or the Punch Bowl). Looking for partners for events.

**M. Hudson Valley West Section**

- D. Gilmore is planning to increase communication with the section in the coming months and wants to participate in Chapter outreach efforts

III. ADJOURNMENT [8:15 pm, motion: T. Lund; seconded: P. Lozito]