



Executive Committee Meeting 02/03/14

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

- J. Rausse welcomed Angie Witkowski, the new Chapter administrator. Her email will be admin@nyplanning.org.
 - i. A new computer and fax/copy/printer machine will be purchased for A. Witkowski's use.
- Graham Foundation Grant: A. Witkowski reported that this grant is for a design/architectural project, and could be applied to for the Chapter's work on Sandy relief. Due date: Feb 25, 2014.
 - i. J. Rausse to reach out to the Rockaway Development and Revitalization Corporation (RDRC) regarding the grant.
 - ii. M. Sokol to talk to American Society of Landscape Architects (ASLA) about potential collaboration as well.
- Gays and Lesbians in Planning (GALIP) panel discussion titled "LGBTQ Youth Homeless Epidemic, NYC and Beyond: Increasing Awareness in the Planning Profession" to be held on Feb 20, 2014.
- Chapter elections: previously held in June, but will be held in August or September this year for a January 2015 start of term
 - i. Nominating committee will need to be formed. J. Rausse asked everyone to submit names of people who should be nominated to himself, S. Yackel, and A. Witkowski. Ted Oros was suggested by D. Gilmour. Donald Burns was suggested by M. Sokol, but may not be eligible as an ex-officio member.
 - ii. J. Rausse also noted that everyone should consider if they are going to run again and inform J. Rausse and A. Witkowski if they have decided.
- America Walks: the Chapter has been asked to sign on to the National Walking Vision (a complete streets organization). A vote will be held later via email.
- Chapter-only Membership: J. Rausse reported that P. Lozito researched chapter-only membership in other chapters, and discussion is ongoing regarding how to establish it for the NY Metro Chapter.
 - i. The chapter would receive all funds, and such members would receive chapter-communications but not national-communications
 - ii. An online form will be developed, and implementation is upcoming. J. Rausse to coordinate with P. Lozito and A. Witkowski.

- iii. J. Rausse discussed a potential group rate for the NYC Department of City Planning, in order to foster more collaboration. This could also be a model for other planning departments.

B. Secretary

- Vote on meeting minutes to be conducted by email.
- G. Holisko to send A. Witkowski the recent meeting minutes and annual reports.

C. VP Programs

- K. Saxena was absent.

D. VP Committees

- S. Yackel was absent.

E. VP Professional Development

- T. Lund was absent and send the following via email:
 - i. Reviewed AICP test applications for two applicants
 - ii. Re-registered as CM provider.
 - iii. Credits requested for two Bronx events, including:
 - 1. the Bronx Parks 125th Anniversary Planning Symposium
 - 2. the upcoming session on Homelessness among LGBT youth in partnership with GALIP Division

F. VP Intergovernmental Affairs

- M. Levine was absent.

G. Treasurer

- R. Harris reported that our insurance has come up for renewal. Our accounts are in good shape and the expense is in our budget.
 - i. R. Harris noted that this is the only coverage we have for general liability and has met our needs.
 - ii. D. Gilmour asked whether we need to budget for officers insurance, and insurance for A. Witkowski. J. Rausse noted that we don't need insurance for the administrator position as it's on a consulting basis. R. Harris to distribute insurance information to the executive committee.
- R. Harris also reiterated that the holiday party and biennial conference events were modestly over-budget.
 - i. J. Rausse noted that while both events were very successful and the expense was worthwhile, we need to restrain expenses for future events.

H. School Relations

- P. Lozito was absent.

I. Young Planners Group

- K. Ouellete reported that YPG had a happy hour on Jan 23.
- The mentorship program had its kick-off last month, the next meet-and-greet will be held in a couple months.
- K. Ouellete noted that the budget for YIP was discussed during the last meeting and has not yet been resolved.
 - i. J. Rausse reported that Hillary Papineau, who was instrumental in YPG and YIP, has re-located to Albany.
 - ii. J. Rausse to follow-up with K. Ouellete and A. Witkowski about grant-building and future funding.

iii. A vote on the YIP budget and debit card to be held via email.

J. Long Island Section

- E. Dokonal was absent.

K. New York City Section

- M. Sokol reported that he is working with Young Professionals in Transportation (YPT) and Women's Transportation Seminar (WTS) to hold a transportation trivia event in the spring.
- M. Sokol also reported that the Chapter has been approached by ASLA to plan an event in the spring regarding the new administration and other current issues.

L. Hudson Valley East Section

- L. Herbert was absent.

M. Hudson Valley West Section

- D. Gilmour reported that he is organizing the following events:
 - i. A sustainability metrics event in Sullivan County at the end of March.
 - ii. An affordable housing and historic preservation event in Kingston, NY in the spring.
 - iii. A section mixer event on Saturday March 15 in Belleayre, NY.

III. ADJOURNMENT [7:04 pm, motion: R. Harris; seconded: G. Holisko]

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