



American Planning Association
New York Metro Chapter

Making Great Communities Happen

Executive Committee Meeting 03/03/14

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 reflected on the passing of Terry Holzheimer, FAICP.
- Yaeger Associates proposal:
 - i. J. Rausse discussed conversations with Fred Yaeger about what public relations and communications services he could provide for the Chapter. The group discussed what the extent of the scope should be, including when services are needed, and using online media.
 - ii. A motion to move forward with engaging Yaeger Associates was moved by M. Levine, second by S. Yackel, with all in favor.
- Elections: J. Rausse noted that Executive Committee member should let him know what their intentions are regarding the next election, and to submit names for the Nominating Committee.
- National Conference: a happy hour will be held in coordination with GALIP, the California Chapter, and other groups, at 8:00 PM on Monday April 28, location to be determined.

B. Secretary

- G. Holisko was absent.
- Meeting minutes: a motion to adopt collectively the minutes moved by S. Yackel, seconded by M. Levine, approved by all, except K. Saxena abstained due to his absence from the prior meeting.

C. VP Programs

- Annual Conference Planning:

- i. K. Saxena reported on planning for the 2014 Annual Conference on October 17 (tentative). He has reached out to Scandinavia House for the venue, and has reached out NYC Department of City Planning in the hope that Planning Commission Chair Carl Weisbrod can attend.
- ii. J. Rausse noted that he has also reached out for an introductory meeting with Chair Weisbrod.
- iii. There was a discussion of whether it should be a half or full day conference, and there was discussion regarding integrating the awards program into the event.

D. VP Committees

- S. Yackel reported that the Housing and Revitalization Committee is scheduled to meet with REBNY on March 4, 2014.
- P. Lozito is organizing a committee forum for students, tentatively in May.
- S. Yackel plans to announce student award winners for the student studio presentations at the end of May (rather than at the Annual Conference in October).
- The Transportation Committee chairs are stepping down.

E. VP Professional Development

- T. Lund was absent.

F. VP Intergovernmental Affairs

- M. Levine reported that is working on a hazard mitigation paper and policies for an aging population for the National Conference.
- The Chapter will have 4 delegates at the National Conference.
- M. Levine anticipates the need to craft responses to forthcoming de Blasio administration policies, including housing.
 - i. J. Rausse noted that he has had contact with Alicia Glenn's office.
- The New York Planning Federation conference is coming up in Saratoga Springs from March 31 to April 1.

G. Treasurer

- R. Harris was absent. The following report was submitted via email:
 - i. R. Harris will process Chapter Administrator Angie Witkowski's first invoice.
 - ii. The Chapter has been invited to join the Westchester Municipal Planning Federation, at the not-for-profit rate of \$50.00/year.

- iii. Pre-paid debit card for Youth in Planning? We discussed this but I never received a formal request or a budget. Do we still want to move forward with this?
 - iv. APA National recently reassessed our Chapter dues for 2013 and directly deposited a \$5,000 correction to our account.
- M. Levine moved, and E. Dokonol seconded the motion, to join the Westchester Municipal Planning Federation. Motion was approved by all.
 - i. A. Witkowski will also look into memberships in other planning groups in the Chapter's coverage area.
- J. Rausse discussed Youth in Planning, which is currently without a leader.
 - i. K. Ouellete discussed going back to having a YIP summer program going forward. She is also trying to reconnect with YIP contacts. J. Rausse agreed that the summer program made sense, as well as connecting with potential partners. If anyone knows someone who is interested, they should put them in touch with K. Ouellete.

H. School Relations

- P. Lozito was absent. The following report was submitted via email:
 - i. Skyscraper Museum Tour and Happy Hour: The APA SRC hosted a tour of the Skyscraper Museum followed by a Happy Hour downtown. Over 60 students attended. SRC covered the entrance fee and bought food at the happy hour location, Ulysses.
 - ii. PDO Discussion at NYU: T. Lund will be working with NYU to give a presentation on AICP. We are currently looking to recruit other planners to present on the NYC City Planning Exam and other civil service accreditations as well.
 - iii. Committee Forum: The APA SRC is planning a forum that invites each standing committee to introduce themselves to students and involve students in their programming. This forum will occur at Pratt's Manhattan Campus on April 4.
 - iv. Day of Service: APA SRC has helped to organize a day of service for students on April 5th at Brooklyn Bridge Park. This runs in conjunction with Presidentially Proclaimed National Service week in April. We are also looking for other sites where students can volunteer. We are encouraging each school to adopt a site where

their students to focus their volunteer efforts. NYU has agreed to champion Brooklyn Bridge Park.

- v. Atlanta: Several APA SRC members with roots in Atlanta are organizing events and meetings for New York-based students.
- vi. APA SRC Studio Presentations will occur at Columbia on May 9th.

I. Young Planners Group

- K. Ouellete reported on upcoming events:
 - i. Université de Montréal student visit on March 6, including a tour of the High Line.
 - ii. Planned happy hour with the mentorship program
 - iii. Trivia night is also planned, leading up to the AICP exam window in April.
 - iv. Planning a distillery tour in Brooklyn, hopefully with involvement from NYC Small Business Services
 - v. M. Sokol put together a calendar of planning-related events in the city, which is now on the YPG site.
- See Treasurer's report for YIP discussion.

J. Long Island Section

- E. Dokonal reported that there was a walking tour in Farmingdale, with a turnout of about 15 people in cold/sunny weather.
- A scholarship award will be awarded to 3 young planners to attend the National Conference. 8 applications were received, and it was a tough decision.
- A Section breakfast event will be held on May 16 (tentative). Planning is ongoing.

K. New York City Section

- M. Sokol was absent. The following report was received via email:
 - i. In collaboration with our Chapter's Transportation Committee and a couple of partner organizations--Young Professionals in Transportation (YPT) and Women's Transportation Seminar (WTS)—a Transportation Trivia event is tentatively scheduled for Tuesday, April 8th at Amity Hall (80 West 3rd Street). Lewis Thorwaldson of the Transportation Committee is the primary point person on logistics, etc. The NYC Section is contributing \$200 to the event, as

is the Transportation Committee, so we are collectively matching the \$400 being contributed by WTS.

- ii. M. Sokol has been approached by the NY Chapter of the American Society of Landscape Architects (ASLA) to potentially co-host a conference in June, as we did last year. The tentative theme is "Design as a Catalyst for Social Change."

L. Hudson Valley East Section

- L. Herbert was absent. The following report was received via email:
 - i. CM series. L. Herbert is in the process of setting up another CM course series that will be done once a month for 2 or 3 months. He is waiting on confirmation of the venue and hoping to get a few more speakers. Tentative venue is the Half Time Beer Store in Mamaroneck, and the topic will be the local beer brewing industry: economic impacts and how to successfully regulate.
 - ii. The second in the series has not been set up yet, but will likely be on microdistilleries. Planning to have a representative of a IDA-type economic development guy come in to talk about business incentives.
 - iii. Also planning for a third event, TBD.
 - iv. Planning for a joint Lower Hudson Valley East/NY Metro/YPG happy hour in the Bronx.

M. Hudson Valley West Section

- D. Gilmour reported on a sustainability development metrics event in Sullivan County event, tentatively in April.
- An event in Ulster County on historic preservation and affordable housing is upcoming in May (tentative).
- Belleayre Mountain skiing event is also being planned for March 30, with discounts for APA participants. A session will be held with the mountain manager to discuss Olympic regional development authorities.

N. Chapter Administrator

- A. Witkowski reported on her research into chapter-only membership. 35 out of the 47 chapters have some form of chapter-only membership. In most cases, a prospective member fills out the National membership form

and indicates that they want chapter-only membership, while some have a form available on their website.

i. J. Rausse noted that our chapter only membership will be \$49, with a possible collective discount for large organizations.

- A. Witkowski received an inquiry from Université de Montréal for visiting planning students, and helped arrange events.
- A. Witkowski helped arrange for the Chapter to participate in a Graham Foundation grant application.
- General administration: A. Witkowski went through a backlog of emails and performed other general administrative duties.

III. ADJOURNMENT [8:45 pm, motion: S. Yackel; seconded: M. Levine]