



Executive Committee Meeting 02/02/15

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 [K. Saxena, M. Sokol, J. Dupre, M. Levine, S. Sallie, A. Witkowski, G. D'Agrosa on the phone]

## II. REPORTS

### A. **President**

- Chapter Administrator Contract: J. Rausse updated the group on the contract discussions, including the changed limits on A. Witkowski's supplemental income. The current proposal is to keep the wage constant at \$12 per hour, with a cap of 45 hours per month, a \$2500 budget for expenses, and tracking of hours. R. Harris noted that the Chapter is not allowed to pay the dues of board members, but he will look into whether it is an allowable expense for an administrator. R Harris stated that he is overall comfortable with the proposal.
  - i. Motion to approve previously-approved contract with amendments as stipulated above, moved by R. Harris, second by G. Holisko, approved by all.
- Northeast Conference: given the weather and slow submission rate, the deadline for session proposals has been extended. There are currently 25 proposals. The Chapter is part of the student committee and will be managing a poster session and creating a networking event.
- National Conference 2017: Will be hosted in New York City. While the Chapter has not been contacted by APA National yet, a core team is being formed to plan for the conference. J. Rausse has reached out to certain individuals to assist, and will also be reaching out to the New Jersey and Connecticut chapters. The NJ Chapter has expressed interested in acting as a partner. The goal is to have an initial call next month.

### B. **Chapter Administrator**

- A. Witkowski reported that she has been sending out the Chapter's annual report to the approximately 700 municipalities and counties in our area through email.
- A. Witkowski is also putting together a spreadsheet of approximately 200 schools with planning-related programs in our area to reach out to.
- A. Witkowski has also been working with G. D'Agrosa to plan a book-reading event.

### C. **Secretary**

- Meeting minutes: motion by M. Sokol, second by R. Harris, approved by all.

### D. **VP Programs**

- K. Saxena noted that he is planning ahead for upcoming conferences, and that he is glad that the Chapter has been putting together a rolodex of contacts.

### E. **VP Committees**

- M. Sokol sent a Committees Report via email, providing the status of each of the committees. He has compiled the issues for each committee and asked each for a monthly status report. He would like committees to provide events with at least 2 CM credits per year, and also to work with all the different sections.
- M. Sokol wants to create an online form that would be included in all E-blasts that solicits involvement/participation in committees. He will work with A. Witkowski to create the link and form.
- Charitable contribution from holiday party: A. Witkowski suggested food banks, and will research which serve our region and where the greatest need is.
- Zoning Committee: The Committee would like to be renamed the Zoning and Legislation Committee, so that all entities that play a role in land use are considered in the purview of the committee. M. Sokol to discuss with the Committee.

#### **F. VP Professional Development**

- F. Akins scheduled the *What to Expect from the AICP Exam* session on February 24 at the offices of Parsons Brinckerhoff, from 6:30 to 8:00.
- F. Akins will work with J. Dupre, A. Lieber, and S. Sallie to publicize the event.
- F. Akins awarded the APA Reduced Fee Grant, after receiving three applications. The awardee will not be announced, for their privacy.
- F. Akins noted that AICP offers the PDO the chance to audit the exam for a \$75 fee. J. Rausse stated that the Chapter would be comfortable covering the fee.

#### **G. VP Intergovernmental Affairs**

- Martha Sickles called in to discuss the Energy Regulatory Reform Initiative. She noted that the Chapter should comment since APA put out a paper on Climate Policy, which largely coincides with the initiative. If the board is interested in making a statement, it should do so within ten days. J. Rausse noted that we should make a statement and we should reach out to Bob White.
- M. Levine reported on the National policy committee. The sustainability white paper will be voted on at the APA Conference in Seattle. The Chapter needs to commit four delegates.
- M. Levine reported on the draft position statement for the Vanderbilt Corridor proposal. The position statement is generally supportive with some reservations. J. Rausse noted that this proposal is appropriate at this time, whereas the Chapter had concerns about the timing of the East Midtown proposal. J. Rausse also suggested that we should take into account what could currently be built without the rezoning. It was also reiterated that the Chapter will continue to be in touch with the Department of City Planning. A. Lieber to work with M. Levine to finalize the draft. Any comments should be submitted by tomorrow in order for J. Rausse to testify at the DEIS/CPC Hearing on February 4, 2015.

#### **H. Treasurer**

- R. Harris requested a new line item on the agenda for communications.
- R. Harris is compiling a scope for the website, which he will discuss with the website committee soon.

- R. Harris re-emailed the proposed budget and would like the committee to discuss the proposed levels closely and then vote by email. The Youth In Planning grant amount will be added.

#### **I. School Relations**

- J. Dupre reported that SRC invited Pace University to join the committee as a non-voting member. They are also considering inviting Fordham University and the New School.
- J. Dupre is also working to promote the Northeast Conference to students.
- A networking event is planned for March 6, 2015

#### **J. Young Planners Group**

- A. Lieber reported that organizing for Youth in Planning is underway, in coordination with the Urban Assembly School for Urban Commerce, a charter school in East Harlem that specializes in freight transportation.
- A kick-off meeting last week was snowed out and is now scheduled for next week, coinciding with the first YPG leadership meeting of the year.
- Mentorship: kick-off meeting next week on February 10 at Parsons Brinckerhoff with 10 mentor/mentee pairs.

#### **K. Long Island Section**

- S. Sallie reported on an idea for Section members votes to be tied to their attendance.
- S. Sallie reported that the Section is also reworking its outreach strategy.
- Arthur Koontz Scholarship Breakfast: will be coming up after the APA conference.
- There are currently eight scholarship applications for the Section; the deadline has been extended to the February 6. Information is on the Section website.
- The Section was contacted by the Nature Conservancy, who would like to partner to form a working group on water committee, sewer infrastructure, and land use, primarily on the North Shore/Nassau County.
- The Section will be reaching out to the Touro Land Use & Sustainability Law Institute to see if there are any opportunities to collaborate on programs.
- The Executive Committee discussed the recent statement by the Long Island Regional Planning Council that the Cuomo administration has been neglecting the needs of Long Island, as they feel upstate New York is getting a disproportionate amount of funding.

#### **L. New York City Section**

- P. Lozito reported on event planning, including:
  - i. an 18-mile walk along the East River is proposed on May 31;
  - ii. a transportation trivia event (date TBD);
  - iii. a roof tour of St. John the Divine Cathedral (date TBD);
  - iv. scavenger hunt (date TBD); and
  - v. a brewery tour involving reused industrial buildings (date TBD).
- P. Lozito encouraged any other event ideas or feedback.

#### **M. Hudson Valley East Section**

- G. D'Agrosa reported that the Section is working on a book discussion event with A. Witkowski, for the Writer's Guild, on Friday March 13. She will work with F. Akins to try and get CM credits.
- R. Harris noted that he needs to review and sign off on any insurance liability clauses that are included in any contract that the Chapter is party to.
- G. D'Agrosa will try to get the involvement of the Westchester Planning Federation.

**N. Hudson Valley West Section**

- D. Gilmore was absent.

III. ADJOURNMENT [7:58 pm, motion: P. Lozito; seconded: R. Harris]