



Executive Committee Meeting 03/02/15

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 [D. Gilmore, M. Levine, S. Sallie, G. D'Agrosa on the phone]

## II. REPORTS

### A. **President**

- CDC Plan for Health Grant: J. Rausse noted that the Chapter is excited to receive the \$125,000 grant and expressed gratitude to all involved. D. Gilmore reported that an MOU was formed with all partners, which was submitted to APA National last Friday, and also discussed next steps. The total grant period is 15 months.
  - i. D. Gilmore will act as director for the project for the Chapter, without compensation except for reimbursement of expenses. A. Witkowski and/or an intern are also expected to work on the project.
  - ii. D. Gilmore noted that this is partially about building relationships between planning and public health. The focus of the grant will be on healthy living and complete streets in Kingston.
  - iii. D. Gilmore also noted that the budgetary implications for the Chapter will be minimal, as the received amounts will flow to project-related expenses. A. Witkowski will coordinate her time between general Chapter activities and project-related activities.
  - iv. Tentative announcement date of next Monday.
- 2017 conference: J. Rausse that preparations are underway and the core group is expected to convene in March.
- Seattle APA conference: J. Rausse noted that we are looking for a location for a conference party. P. Lozito reported that he is looking into the Pike Street Brewery on Saturday April 18.
- Call for Webcasts: we need to host two 1.5 hour webinars this year. F. Akins will explore a “women in parks planning” topic. R. Harris also suggested a follow-up or continuation of one of the sessions from our conference.

### B. **Chapter Administrator**

- A. Witkowski reported on efforts to find a food bank to donate funds from the holiday party. The amount of the contribution has not been determined. M. Sokol suggested splitting the amount among a food bank in each area of the Chapter (Long Island, New York City, Westchester County, and Hudson Valley). M. Sokol moved to do so; P. Lozito seconded the motion, and it was approved by all. A. Witkowski will prepare a list of names and addresses and cover letters.
- A. Witkowski noted that we have 8 new Chapter-only members.
- A. Witkowski also noted she has prepared a spreadsheet of planning school contacts, which J. Dupre will review.
- A. Witkowski has also followed-up to distribute remaining Annual Reports.

### C. **Secretary**

- Meeting minutes: motion to approve with amendment supplied by S. Sallie -- moved by D. Gilmore, second by P. Lozito, approved by all.

### D. **VP Programs**

- K. Saxena was absent.

#### E. VP Committees

- M. Sokol sent a Committees Report via email, providing the status of each of the committees. He has been working to renew certain groups, such as replacing Nicholas Ronderos, who is stepping down as Chair of the Diversity Committee.
- M. Sokol has also been working on a joint conference with ASLA in June.
- M. Sokol noted that for the general e-blasts he has created a Google form to solicit interest in committees.
- J. Rausse noted that we need to develop a strategy to evolve the Economic Development Committee. There was then a wider discussion about building up committee activities.

#### F. VP Professional Development

- F. Akins reported that *the What to Expect for the AICP Exam* was held last week. She thanked all involved. About 25 people attended.
- F. Akins registered to audit the AICP exam and is using APA's web-based 3.0 exam preparation materials.
- F. Akins will be attending the PDO event at the APA Conference in Seattle.

#### G. VP Intergovernmental Affairs

- M. Levine reported that the Chapter submitted its Vanderbilt Corridor Rezoning position statement.
- M. Levine and others have drafted a position paper on the Heartland Town Square project, which will be presented soon.
- M. Levine is getting ready for the APA National Conference and noted that the draft paper on sustainability is being reviewed by the Legislative Committee. The chapter delegates are like to be J. Rausse, M. Levine, P. Lozito, and G. Holisko.

#### H. Treasurer

- Budget: R. Harris outlined his current budget proposal and the areas of adjustments. He noted that he hoped to encourage dialogue about the appropriate levels for certain programs and line items.
  - i. R. Harris noted that there will be some challenges due to the re-alignment of the fiscal calendar (i.e., from October-October from January-January) but that he is confident that they can be managed.
  - ii. M. Sokol moved to approve the budget as presented by R. Harris, seconded by J. Rausse, and approved by all present.
- Website: R. Harris reported that he has been managing our website over the past couple months, which has helped him appreciate how the website is used, what the needs are, and where we should focus redevelopment issues. He will work with others who have volunteered to finalize a scope, develop an RFP to find firms who are interested (some have expressed interest already), review cost proposals, and then implementation is expected to be a relatively quick effort.
- R. Harris also noted that HNTB has agreed to sponsor the Chapter at the \$2,000 level.

#### I. School Relations

- J. Dupre reported that SRC is planning for the APA Conference in Seattle.
- J. Dupre reported that a successful happy hour was held recently with a large turn out from all 4 planning schools.
- J. Dupre noted that a networking event is planned for March 27, in coordination with A. Lieber and M. Sokol, and that an announcement will be made this week.
- A sustainability/resiliency summit is being planned for late September and is looking to partner with Sections.
- Studio Awards event: J. Dupre is planning to provide some type of award to all recipients. There was some discussion about whether there should be a

selection of an awardee amongst the presenters. J. Rausse and P. Lozito felt that selecting a winner would be controversial.

**J. Young Planners Group**

- A. Lieber reported that he will be at the APA conference in Seattle to accept the award for YPG.
- Preparations are underway for this year's Youth in Planning (YIP) program and are close to choosing a project.
- An event at the Bronx Brewery Co. with the New York City Section will be held on Saturday, March 28
- Mentorship kicked off on February 19, with 19 pairs. They are now working on their mentorship plans.

**K. Long Island Section**

- S. Sallie reported that 3 recipients out of 13 applications have been selected for the Arthur Koontz scholarship. The recipients will be attending the APA National Conference, and then reporting back at the Section's annual breakfast on May 15.
- S. Sallie met with Touro Sustainability Institute, who have been developing a Sustainability and Law Conference on April 16 at the campus in Islip. The Section will be co-sponsoring the event. They also have a monthly land use law program, which the Section will try to collaborate with and offer CM credits.
- Heartland Town Center: the Chapter's position statement will be presented to the Section Steering Committee for any additional comments before submitting to the Executive Committee.
- Walking tours in the Spring are planned in Nassau and Suffolk counties.

**L. New York City Section**

- P. Lozito noted that many Section events have been discussed already. He reported that he wants to reach out to the membership via an email survey to get a better sense of who would be interested in being active in the Section, what boroughs they live in, etc. R. Harris noted that we can limit the e-blast to those in the NYC Section.

**M. Hudson Valley East Section**

- G. D'Agrosa is also interested in an email survey to solicit interest in programs and events the Hudson Valley East Section.
- G. D'Agrosa will send F. Akins a CM application for an upcoming event.
- G. D'Agrosa asked about using MailChimp to reach out to Section members; R. Harris noted that we don't yet have the capability to use that program. But he also noted that using the Chapter logo is fine for Section committee communications.

**N. Hudson Valley West Section**

- Move NY: D. Gilmore noted that he has a relationship with the Tri-State Transportation Campaign, and asked whether the Chapter should support the Move NY effort.
  - i. J. Rausse, R. Harris, and others agreed that this is an important issue.
  - ii. M. Sokol noted that the Transportation Committee chairs should have a chance to weigh in. M. Levine, D. Gilmore, and R. Harris will also be involved in crafting a response.
- D. Gilmore is coordinating a CM event with the Hudson Valley Regional Council, the Village of Nyack, and the Rockland Planning Federation for a workshop on March 19 on downtown revitalization and complete streets.
- An event in Newburgh is in the planning stages, and D. Gilmore is also trying to organize an event in Belleayre.

III. ADJOURNMENT [8:40 pm, motion: P. Lozito, second by R. Harris, approved by all]