



Executive Committee Meeting 09/14/15

Location: Offices of AKRF, Inc.—7th Floor, 440 Park Avenue South, New York, NY

I. Procedural Duties

Call to order at 6:05 PM [A. Witkowski, S. Sallie, M. Sokol on the phone]

II. REPORTS

A. President

- Executive Committee News:
 - i. Alisha Beatty from NYU has been elected chair of the SRC and was welcomed to the Executive Committee. J. Dupre was thanked for her work in the role.
 - ii. D. Gilmour has also announced his resignation from the Executive Committee. J. Rausse thanked him for his work. J. Rausse also noted that we should think about who can assume this role.
- 2017 APA Conference:
 - iii. J. Rausse has initiated a core committee to work on planning for the conference.
 - iv. A November 16 meeting is scheduled to discuss with APA National.
 - v. We will need to find hotel locations in addition to the Marriott Marquis (including LIC, Downtown Brooklyn, South Bronx, Jersey City/ Hoboken)
 - vi. Seattle had approx. 6,400 attendees; over 7,000 are expected for this conference.
 - vii. Mobile workshop and other session planning will be needed.
- Live Well Kingston
 - viii. Ted Fink opted of being the consultant and a draft RFP for the work was distributed to the Executive Committee. There has been some interest from Marist College interns. J. Rausse asked A. Witkowski to revise the RFP for interns. J. Rausse would like the revised RFP ready for vote/review on Wednesday.
- Diversity Committee Discussion:
 - ix. The Executive Committee was joined by the Diversity Committee Co-Chairs: Tiffany-Ann Taylor and Giovania Tiarachristie.
 - x. J. Rausse noted that the Chapter is looking forward to a diversity forum this fall (separate from the Fall Conference) and sending letters to PAB schools.
 - xi. T. Taylor and G. Tiarachristie discussed the long-term plan for the committee. A diversity questionnaire was prepared in the 1990s that showed low levels of diversity in the Chapter. This study is being updated (as part of G. Tiarachristie's doctoral thesis). They have a number of ideas for networking events targeted to people of color and also initiating conversations regarding diversity at graduate schools.
 - xii. They are disappointed that they were not part of the planning for the diversity plenary session but are excited that it is part of the Conference. There was a question of whether it will be recorded; K. Saxena noted that we should be able to.

- xiii. J. Rausse and K. Saxena apologized for not including them in the planning for the plenary session. K. Saxena expressed appreciation for their efforts to revive the diversity committee.
- xiv. They noted that they want to have a larger diversity event after the conference and J. Rausse noted that they can leverage the professional networks of everyone in the Executive Committee.
- xv. G. Tiarachristie noted that the tenure issue at Columbia University was brought to their attention by concerned people, and the letter that was written to initiate a dialogue with Columbia University rather than point figures or take an accusatory tone.
- xvi. J. Rausse noted that a letter to the PAB schools should be drafted by the committee and there will be a back and forth discussion in the Executive Committee.
- xvii. R. Harris asked if they could think of ways to improve the lines of communication between the committees and the board. They suggested Executive Committee members attend the quarterly committee board meetings.
- xviii. A. Lieber noted that he cannot take part in the discussion but that noted from his family experience that questioning tenure decisions is difficult.
- xix. Next steps: the group discussed holding the Diversity Committee's event prior to Thanksgiving (so it can be announced at the conference) or in the Spring.

B. Chapter Administrator

- A. Witkowski has been working on the Live Well Kingston project and the upcoming conference. She is planning to re-send sponsorship letters.
- R. Harris noted that registration should be ready to go sometime this week.
- A. Witkowski has been working on CM credit approval forms.

C. Secretary

- P. Lozito moved to adopt the April and May meeting minutes; E. Beatty seconded; all in attendance voted in favor.
- G. Holisko provided a recap of the June Executive Committee retreat, including next steps.
- Annual Report: Need to account for shift in Executive Committee member terms. Deadline for individual reports will be October 3. Format will be October 2014 to end of 2015.
- J. Rausse to ask if Ela Dokonal can do formatting for the report, as she did last year.

D. VP Programs

- K. Saxena reported on ongoing efforts for the October 30 conference, including weekly phone calls.
- The conference program is online and is being updated continuously.
- Registration needs to happen; has not been finalized because still deciding on rate details. This will be the last piece.
- Sponsorships are still being sought.

E. VP Committees

- M. Sokol had distributed his committees report. He noted that the committees struggle to understand the Executive Committee and we need to work to bridge that gap.
- E-blasts: M. Sokol noted that there are numerous time-sensitive events in his report that need to be communicated.
- Annual Award Nominations (on behalf of Sarah Yackel): motion to table for a week to revisit and vote in one week made by J. Rausse, seconded by R. Harris, approved by all. M. Sokol to follow up with S. Yackel to get more information on the nominees.

- NYSERDA grant support: J. Rausse noted that he is okay with sending a letter of support but not partnering with anyone in particular.
 - i. P. Lozito and K. Saxena raised concerns about picking one particular application for this grant over others.
 - ii. J. Rausse noted that we can be generic about our level of support. J. Rausse to gauge what they are looking for.

F. VP Professional Development

- F. Akins was absent. She provided a report via email. She is asking for help with the FAICP nomination process. A student AICP info session is being held on Oct 27 at NYU. The website CM form has been updated. There will not be a "What to Expect" session this fall, but other resources are available.

G. VP Intergovernmental Affairs

- M. Levine was absent.

H. Treasurer

- R. Harris is working on the budget for the conference, as some aspects may cost more than was budgeted.
- Website RFP was prepared by R. Harris and J. Dupre, and was sent out in August. Seven submissions have been received and reviewed. Two were then selected for an interview, which is happening now. A synopsis will be sent for the review of the Board.
- R. Harris suggested including Communication as a topic moving forward

I. School Relations

- J. Dupre welcomed A. Beatty, who noted a number of upcoming events, including a Sustainability Summit on December 11 at NYU.
- Save the Date for the Studio presentations: May 13.

J. Young Planners Group

- A. Lieber reported on events that took place over the summer including Youth in Planning. Some of what they set out to do succeeded, but recruiting students was difficult. There were three great students who did a terrific job, but they had wanted to expand the project. Good connections were made with Urban Assembly, and EDC, and interested planners. A summary report is being prepared and will be shared prior to the next meeting.

K. Long Island Section

- S. Sallie reported on walking tour events that were held in the summer that were well-attended
- Sept 24: East End Planning Conference. About 50 to 80 attendees expected
- Suffolk County Planning Federation: Oct 14. Will do a session spot on Long Island planning initiatives, such as BRT projects
- Walking tour in Babylon in October is being planned
- Next Monday Hofstra University is holding a planning training session that APA is co-sponsoring and offering credits.

L. New York City Section

- P. Lozito noted that a number of events have occurred over the past few months.
- P. Lozito will take the lead on planning the holiday party.
- No other events for the fall are currently planned; possible events that were suggested including the challenges of new public plazas; and a walking tour over Highbridge.

M. Hudson Valley East Section

- G. D'Agrosa had no report.

N. Hudson Valley West Section

- D. Gilmore was absent. He had submitted his resignation previously via email.

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

