



American Planning Association
New York Metro Chapter

Making Great Communities Happen

Executive Committee Meeting 03/01/16

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

I. PROCEDURAL DUTIES

Call to order at 6:05 PM

Present: J. Rausse, M. Sokol, A. Lieber, A. Beatty, M. Levine, P. Lozito, M. Calmes, A. Wallach, P. Vancura, K. Saxena, O. Jovine

On the phone: H. Jacksy, G. D'Agrosa, R. Harris, S. Sallie

O. Jovine taking notes

II. REPORTS

A. President

- A. Lieber said a few words and stepped down as YPG Chair, Petr Vancura was introduced as the new YPG Chair.
- P. Vancura mentioned that a survey would be developed and circulated to get a sense of the types of events YPG should pursue.
- A. Wallach made the introduction as the new PDO Chair. A. Wallach works as a planner for the Town of Babylon.

- 2017 APA National Conference: J. Rausse discussed the upcoming conference, a Circle Line tour or tours to Ellis Island have been pursued. The Barclay's Center is most likely the best venue for the conference, as it has many ancillary spaces suited to conferences.
 - Donald C. Burns <donburns03@gmail.com> will be managing the Mobile Workshops, committees and interested members should contact him with ideas. There will be 55 to 70 Mobile Workshops in the region, as a note Section Leaders should start brainstorming Mobile Workshops.
 - Local Host Sessions will be handled by Debbie Lawler
 - The Marriott Marquis Hotel is the registered hotel for the National Conference, APA National would like to prioritize its use.
 - The transportation goal is to minimize the use of buses around the Javits Center, APA buses should not compound the existing congested conditions.
 - P. Lozito asked if it would be feasible to rent a slip in White Plains or Morristown.
 - H. Jacksy noted that Mobile Workshop guides should develop handouts (digital and print), with a map and a contact number in case members get separated in transit.
 - J. Rausse noted that APA National has certain expectations regarding NY Metro Chapter turn-out, however, the guidelines have not been established.
 - K. Saxena mentioned that conference guests may want to participate with agencies that interact with big infrastructure projects. Suggested reaching out to DCP, EDC, MTA, Port Authority, etc.

- J. Rausse mentioned that it would be great to have a Citi Group Mobile Workshop, as an idea for the conference.
- A. Witkowski has developed a list of larger corporations and developers when the time comes for the National Conference.

B. VP Programs

- K. Saxena reported that the 2016 Chapter Conference will be held on October 21st, at the Scandinavia House. The "save the date" email will be sent out in the first week of March. R. Harris is not available for a treasurer's report on conference expenses; as a note, this was an action item discussed in the last meeting and the fee structure is still under development. As a suggestion, a discounted rate could be provided to City Agency staff, as agency staff are generally out-of-pocket whereas private sector members are often compensated by their firms.
- A. Witkowski has been reaching out to potential sponsors, whilst keeping sponsorship for the APA National conference in mind as well. Now that the 2016 Chapter Conference has been set, it is time to reach out to the potential sponsors.
- K. Saxena mentioned that the conference theme and keynote speaker are still pending, as Carl Weisbrod is no longer available as he will be speaking at a conference in June.
- M. Sokol asked how committees should be involved with the planning of the conference, unless there is a targeted ask, discussion and planning will be opened to the committees at large.
- K. Saxena welcomes any feedback or ideas would be welcome.

C. VP Committees

- Committees Report: M. Sokol noted that this is the fourth year partnering with the ASLA, the conference under development will have a multi-disciplinary focus. The conference is scheduled for June 3rd, at RAB Lighting on the far west side. It is a free venue, with capacity for about 100 people. The "save the date" will be announced later in March, after the 2016 Chapter Conference is announced.
 - K. Saxena asked to be looped in as the fee structure is developed.
 - M. Sokol mentioned that ASLA usually wants to charge a steep attendance fee as it is a day-long conference, however, APA wants to keep fees as low as possible.
- Bob White, the longtime Environmental Committee Chair, has made it a priority to find a Co-Chair for the committee. As there isn't a strong committee to look to, perhaps it is an opportunity to make a call for an Environmental Committee Co-Chair to the membership at large. The Co-Chair is needed to provide support work and report to M. Sokol.
 - M. Sokol will develop an email-blast with Bob White, with hopes to circulate next week.
- M. Sokol reported on the proposed Arts & Cultures Committee, after discussions with the interested members the Arts & Cultures Committee will be a sub-committee of the Urban Design Committee, which is already an active Chapter Committee. Unless there is any objection or reason for discussion, the Chapter will reinstate the new sub-committee.
 - Naomi Heresson-Ringskog of 'No Longer Empty', Caroline Bower, and Vanessa Smith were mentioned.

- M. Sokol noted that the existing Google Form for committee input on email updates should be used by every member, and not be exclusive to committee use. A. Witkowski mentioned that all suggestions are curated and edited before added to the email newsletters.
- M. Sokol noted that there will be opportunities for collaboration with the new PDO. Especially in terms of the FAICP Venerable Planners Group.
- A. Witkowski would like to consider the formation of a new committee, as she has networked with a few friends who are in the same age group and are interested. The only requirements are that adequate meeting space is available for committees, a space that can offer for monthly meetings.

C. LI Section Report

- S. Sallie gave the Long Island Section Report: The Arthur Kunz Memorial Scholarship Fund is in it's 20th year, it is suggested that an article is written to spotlight any past recipient of the fellowship has been chronicled in an article describing their careers and the benefits. A draft of the proposed article has to be written and is ready to be submitted to APA for possible publication in Planning Magazine. S. Sallie asked for the required protocol for submitting articles to Planning Magazine.
 - A. Wallach suggested that Arthur, at Smithtown News could be a potential contact.
 - J. Rausse to follow-up with S. Sallie on the contact information for Planning Magazine.
- S. Sallie noted that confirmation was received today that the LI Section will be doing a tour of Palm Island, the former home of the Department of Agriculture's Animal Disease Center. The tour will be on July 21st and will be open to all members. However, the tour will require a background check for attendees by the Dept. of Homeland Security.

D. PDO Report

- A. Wallach reported that the NY Metro Chapter has now be authorized to issue CM credits, and host events. Also reported after test taking, there are 29 new AICP certified members. A PDO survey has collected data that will be used to update the AICP exam starting in 2017.
- A. Wallach mentioned that a member has been asking about the AICP exam scholarship. There are currently one or two scholarships available, with the possibility of having more. Each candidate should submit a letter of interest or application. There has been an effort to keep one scholarship per exam window, so far there has been success balancing the scholarships between the beginning and end of the year.
- A. Wallach reported that some members are interested in starting AICP study groups with recent AICP graduates. Study groups could be hosted at Columbia University.
- A. Wallach has been updating the website with his contact information.
- A. Wallach mentioned that Fiona had forwarded a question about the FAICP process. J. Rausse requested that A. Wallach to find out more and report back as necessary.

E. APA 2016 National Conference

- M. Levine noted that delegates for the Model Congress are needed, there are four seats available for delegates. The APA National's Policy Papers are debated and voted on. The Assembly is tentatively scheduled for Sunday at 2:00 PM. J. Dupre and A. Wallach nominated as potential delegates.

III. ADJOURNMENT [8:00 pm motion: J. Rausse, second by R. Harris, approved by all]