



American Planning Association
New York Metro Chapter

Making Great Communities Happen

Executive Committee Meeting 04/12/16

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. Beatty, P. Lozito, P. Vancura, A. Wallach

On the phone: H. Jacksy, G. Dagrosa, R. Harris, S. Sallie, K. Saxena, M. Levine, J. Dupree, Angie.

O. Jovine taking notes

II. REPORTS

A. President

- City Planner Exam Cancellation: J. Rausse announced that the New York City Planners Civil Service Exam was cancelled last month, the exam will be rewritten to better reflect the educational and experiential requirements of planners. This is very exciting news. City Planners from DCAS will assist in the rewrite of the exam. At this time, there is no set publication date for the new exam. As such, the NY Metro Chapter will be releasing a statement notifying members of the change, this announcement will be packaged separately from the Newsletter. It was noted that Jeffrey Peel was implemental in pushing this initiative forward, special congratulations to Jeffrey were extended.
- 2016 APA National Conference Recap: A NY Metro Chapter was organized, with support from George Todorovic of Columbia University. The APA National Conference was a success and there was a lot of excitement for the conference being hosted in New York City in 2017. As a note, J. Rausse mentioned that there were no printed programs presented at the Phoenix conference, additionally, there were not many welcome materials. There were over 4,500 people in Phoenix.
- Chapter Fee Structure Announcement: J. Rausse announced that the Chapter is required to collect membership dues as a percentage based fee. Currently, the Chapter charges \$49.00 per Chapter Membership. National did not provide a guideline for the recommended percentage for the newly proposed fee structure; except that it must be at an increment of 5 percent. The proposed percentage based fee structure is more "fair." The Chapter will need to develop a structure that is palatable to members. This is only for APA dues, not AICP dues. The percentage will not be based on the combined dues for APA and AICP. As an example, if a planner's national dues were \$100, that planner's chapter dues would be \$25 dollars or 25 percent. National dues are based on a self-

reported salary range, thus the chapter dues will be a "fair" percentage of the planner's earnings.

- Treasurer R Harris stated that he would not want to give a recommended percentage without data, otherwise National should provide the recommended percentage themselves. The Chapter should see the data first.
- A. Wallach noted that the Planner's Salary Survey was distributed on April 12th, and could be very interesting as it relates to the fee structure.
- J. Rausse mentioned that only regular membership would be affected; not student memberships, etc. Membership dues contribute to Chapter revenues, thus revenues will be affected. The fee structure update becomes a mandate on January 1, 2017. Therefore, the Chapter has one year to harmonize, and strategies to communicate to members.
- 2017 National Conference Planning: The Planner's Guide to New York is still a prioritized item to be developed for the conference. The guide should be designed come summer, 2016. The Planner's Guide will be printed by a vendor of the Chapter's choice. Any program materials for the conference will be National's printing responsibility.
- 2017 APA National Conference: Cynthia Bowens, will be the president in 2017. One obstacle for attendance is that there are back-to-back conferences in New York, New Orleans, San Francisco.
- Mobile Workshops are making progress. There is a move to have people take trains to mobile workshops. H Jacksy has been in contact with D. Burns as well as the 'I Love New York' people.
- J. Rausse is the Events Committee Chair for the conference and noted that the Barclay's Center would no longer be a possible option for a venue, however, there may be the option to host smaller workshops or events at the Barclay's Center. With a recommendation that SRC and YPG events be held in Brooklyn. The Events Committee is considering events such as Brewery Tours and an Ellis Island Boat Tour.
- 'NYC & Co.' provided Black and White Cookies at the Phoenix conference and might want to be involved in the 2017 conference.
- New York Restoration Project wants to be involved
- M. Sokol to meet with Dan Bae
- Incorporate Meghan Stromberg of Planner's Magazine into conference planning.
- P. Vancura proposed buying a block of 200 tickets for the Moses Jacobs Opera.
- J. Rausse has been in touch with Councilperson Milagros Lecuona as a potential speaker at a reception event. June is the deadline for much of the event planning and sponsorship needs are to be negotiated at that time.
- Staff Responsibilities: J. Rausse made an announcement about staff responsibilities. The Chapter is at a critical point with the launch a new website, and the VP of Communications is about to hit her stride. The staff person managing communications through the website will be M. Calmes, the communications intern. R. Harris will take a step back from his previous communications duties. The website will be automated, and committee chairs will have the ability to post directly to the website and maintain their events. Job postings will be fully automated. A. Witkowski will no longer handle the e-blasts, J. Dupre will send the e-blasts.

- A. Witkowski filled in for Dave Gilmour, on the Plan for Health Grant, it will be a big lift off of everyone's shoulders when the grant is complete. A. Witkowski has a strong background in grant writing and fundraising, making an amazing push for sponsorships in 2017. Her energies will be focused on sponsorship in advance of the Chapter's 2016 event and the 2017 conference.

B. Chapter Administrator

- Live Well Kingston Project will be wrapped up this month.
- The Chapter is finishing up its work with The Public Health Association Grant.
- The two Chapter interns will be finishing their time with us, to pursue school and careers. Many thanks to their hard work.
- A. Witkowski will be drafting a new contract, to be ready by June of 2016.

C. VP Programs

- Members have shared their thoughts on the 2016 Chapter Conference, still collecting input.
- J. Dupree asks if the new website could be used to solicit further input for the conference, through a survey or poll.
- M. Sokol asked if committees should be solicited for participation in the conference, the urban design committee has shown some interest to date.
- A. Witkowski asked about the list of conference ideas to date, there should be a synthesized list in place. A theme would be valuable for the marketing of the event
- Registration will be the end of summer.

D. VP Committees

- M. Sokol sent a monthly report in advance of the meeting. Highlights from the Committees Update Report include:
- Friday, April 15th, "Elephant in the Planning Room" forum on Diversity in Planning Schools
- Tuesday, April 19th, YPT/WTS/APA Transportation Trivia Night
- Friday, June 3rd, the Fourth Annual APA/ASLA Conference
- Position Statements: Transportation Committee (Antonio Sieunarine) coordinating with Kovid Saxena on a potential position paper on the MTA Capital Budget shortfall.

E. VP Professional Development

- Applications open in June for the November AICP Exam
- A. Wallach is pursuing CM credits for volunteer services, if you are an AICP member you can count APA meeting attendance as CM credit.

- It was noted that the economic downturn in the early to mid-2000's affected membership. The Chapter will be sending emails to encourage planners to come back to APA and AICP by paying back their dues within a grace period.
- The 2014-2015 reporting period has been pushed back to May, an email was sent to members pending credits so that there were no lapses.
- The AICP exam in March was a success and there was a nice turnout for the informational event.

F. VP Intergovernmental Affairs

- Mike Levine not available.

G. VP of Communications

- The website will be complete and ready for publication in two weeks, a draft of the website will be available for Executive Committee Members to review and will be circulated for comments before the launch. Communications to work on a launch strategy. All the social media endeavours will be launched in tandem.

H. Treasurer

- Livewell Kingston is being wrapped up.
- The fee structure for the 2016 Fall Chapter Conference has been developed and forwarded to K. Saxena as necessary.

I. Secretary

- Minutes 03/02/2015; 02/02/2016; 03/01/2016
- **Motion: P. Lozito, Second: R. Harris, approved.**

J. SRC

- The Graduate School Studio presentations will be held on May 13, Hunter College will be providing a venue for the event.
- Official flyer and RSVP will be distributed shortly.

K. YPG

- P. Vancura discussed a possible YPG happy hour at the end of April, however, there were concerns that the happy hour would conflict with finals. Thus the happy hour will be moved to the beginning of May.
- YPG to partner with Pratt, teaching a course at a telecommunications school in Bay Ridge. Hold off on the e-blast until more is known.
- A survey is still being developed for querying members interest in types of events, to go through Jocelyn to discuss how it should be done.

L. Hudson Valley East Section Report

- Proposed 2017 National Conference brainstorm session, to be held at County Planning Office. The event would be social, with local pizza. If ideas can't be incorporated into national conference planning, the ideas could be used for section programming in the next year. Encouraged J. Rausse and A. Witkowski to participate in the event.

M. Hudson Valley West Section Report

- Members in the area have been encouraged to provide ideas and input for the 2017 National Conference.

N. Long Island Section Report

- Efforts will be made to incorporate the LI Section web presence under the new Chapter Website when it is launched. The URL will remain on the old site, but it will redirect users to the new website.
- Plum Island Tour, registration ends Friday, March 15th. There are up to 40 people expected to join the tour.
- Mobile Workshops are currently under development, with three long island folks on the committee. A couple of tours and suggestions have been included and have fleshed out.

O. New York City Section

- Transportation Committee planning transportation trivia, 32-mile walk around Manhattan, and a scavenger hunt are all scheduled for this summer.
- New York Preservation Archives project schedule.

P. Other Business

No other business.

III. ADJOURNMENT [7:57 PM Motion by P. Lozito, Second by A. Wallach, approved by all.]