

ALASKA CHAPTER APA  
BOARD MEETING NOTES  
Monday, December 13, 2010

Roll Call/Confirm Quorum

*A quorum was established. Board Members in attendance: M. Tuttell, C. Stern, S. Cox, S. Queen, P. Cotter, J. Czarnezki, L. Kruer, and L. Cummings.*

*Chapter Members in attendance: Marilyn Kebschull (KPB Region), Kim Wetzel (MOA Region), Bernardo Hernandez (FNSB/DB Region), Drew Simmons (FNSB/DB Region), Jim Lee (FNSB/DB Region), Michelle Ritter (MOA Region), Tom Korosei (MOA Region), Carma Reed (MOA Region), and Paul DePalatis (MOA Region).*

Approval of Minutes – November 2010

*Minutes were approved.*

Treasurer Report

*Over \$4,000 was sent out in invoices for the PC Training but the Chapter has yet to receive all payments. APA costs have decreased to \$3,700 while dues for AML (\$3,600) & Western Planner (\$4,700) have increased. In 2011, we have to examine whether the Chapter can continue paying the dues. As AML members, the venue rental, catering, room and equipment set up for the PC Training is handled by AML staff. In addition, the AML president and mayor of Juneau welcomed training participants in 2010 which gave the event a very professional feel. The Chapter will look into whether there are varying levels of membership AND explore the costs of putting together an independent PC Training/Conference as part of an annual work plan.*

*Adjourn board meeting. Open general membership meeting. A quorum was established with 10% of Chapter membership (162) in attendance.*

## Continuing Issues

### CM credits

*The Chapter needs to decide whether we want to get CM accreditation for brown bag lunches. This can be done one of two ways: ala carte (pay as we go) or the unlimited package which would allow the Chapter to offer more credit hours. Members can have 8 self-reported CM credits and should also check with APA for opportunities to earn credit hours online. The Chapter can send reminder emails to its membership. Carma Reed raised the question of whether HUD trainings can get accredited. Laurie Cummings will work with Carmen to identify what requirements need to be met and the possibility of the Chapter co-sponsoring training opportunities (maybe around zoning and fair housing).*

### PC Training in November

*The 2010 PC Training was very successful. We had quite a few rural attendees, the speakers were well received, and the panel was met with lots of good questions. The evaluations provided good comments to prepare for next year. For example, one recommendation was to explore breaking the training into beginner and advanced tracts. In planning for the 2011 PC Training in Fairbanks, the Chapter needs to plan for the amount of time it takes to identify and work with speakers. Bernardo Hernandez, Jim Lee, and Charlene Stern offered their help.*

### Chapter Minimum Standards

*APA requires Minimum Standards for all Chapters. Maryellen, Lauren and Charlene have volunteered to serve on a subcommittee to identify where the Chapter is at in terms of meeting these standards. The Chapter needs to update the 2005 strategic plan, draft a mission statement, and develop an annual work plan. Other members interested in helping with this subcommittee, please email Maryellen.*

## Website Updates

*Members commented that the website looked out of date and did not include resources/guidance on getting certified. The Chapter will address the best way to manage the website in the future as part of the annual work plan.*

## Membership Survey

*The Chapter received good responses from the membership survey which primarily asking questions regarding training. The results will be incorporated into the annual work plan which we can post on the website for additional feedback.*

## New Business

## Nominations

*The Chapter has received several nominations however we are lacking a rural representative nomination. A reminder email will be sent to the membership.*

## National Report

*The Chapter does not have written policies in several areas including travel and comping during trainings however we will address in our annual work plan.*

## Regional Reports

*Sally – The region had a very good showing for the first brown bag luncheon featuring Vic Fischer (Chapter needs to provide thank you mug). There may not be a January brown bag luncheon however we will work on compiling a list of potential speakers to book the rest of the year. In other news, Tony Jones was commended by the Assembly. The Municipality of Anchorage pays for audio trainings which are open to all Anchorage planners. Bernardo Hernandez is interested in receiving more information.*

*Stephanie – The RFP to update the Kenai Comprehensive Plan closes December 11<sup>th</sup>. The Kenai Peninsula Borough does a multi-jurisdictional All Hazards*

*Mitigation Plan every five years. Communities are scrambling to update their plans to ensure that they are eligible for FEMA disaster funding.*

*Patrick – The FBNSB is working on an all transportation plan, recreational trails plan update and is also starting a van pool for commuters from outer lying areas.*

*Barb – The region hasn't done brown bags this year as much of our energy went into 2010 PC training.*

## Western Planner Report

*The 2011 Western Planner Conference will be in Santa Fe. The deadline for panel presentations closed however contact Barb if you still want to submit. Members are encouraged to check out the recently updated Western Planner which includes a Professional Development section and list serve.*

Next Scheduled Meeting *January 10, 2010*