

Alaska APA Chapter
June 13, 2011 Board Meeting Notes

Roll Call/Confirm Quorum

A quorum was established. In attendance: M. Tuttell, C. Stern, S. McQueen, L. Krueer, P. Cotter, S. Cox, D. Dvorak, and J. Welliver.

Approval of Minutes

May 2011 minutes approved.

Treasurer Report

Maryellen mentioned need to file the 2012 IRS form. We also need to follow up on the nine outstanding invoices from the 2010 PC training.

Continuing Issues

Certification Maintenance (CM): The Chapter will have a better idea of CM sessions by the end of July.

Alaska Planning Conference: Lauren: the conference planning committee wants to challenge each board member to outreach at least 5 people to generate interest in the conference. Maryellen: suggestion not to have overlapping sessions. Lauren: depends on how many session proposals we get. We need to follow up on sponsorships. The conference planning committee is proposing to use a national registration software, Cvent. The fee is \$550. The software does everything including enabling people to register online and pay via credit card. If registrants pay by check, the software automatically prints an invoice. The Chapter needs to vote to accept the terms of the Cvent contract. Maryellen: how does Cvent compare to nationals? Lauren: with Cvent, there are no fees for badges or paper registrations. Maryellen: How long will they maintain the database? Lauren: one year but will get clarification. Charlene: motion to approve the Cvent contract. Stephanie: second the motion. The motion was unanimously approved.

Chapter Minimum Standards

Maryellen: Charlene and Lauren have been tied up with conference planning and haven't had as much time to work on this. APA checks with us annually on the various activities. Stephanie: good for regional VP's to reach out to new members.

Website Updates

Need to add meeting minutes and take blog down. Charlene needs to follow up with APA National on transitioning our website.

Membership Survey

CVENT software will automatically send out a survey post-conference. Maryellen will come up with a general member survey to inform future services.

New Business

National Report

The Chapter received a list of 11 AICP's that have less than 16 credits. Maryellen: suggestion that the Chapter send an email to these planners encouraging them to attend the conference.

Regional Reports

Stephanie (Kenai Peninsula): The Homer City Council recently adopted the Spit Comp Plan. Latest project is to work with Soldonta on rain garden. Lauren: the Mat-Su Borough has a rain garden intern. In other news, the Kenai Peninsula Borough is still working on an andronous streams project and Kenai is starting rewrite of their comp plan.

Sally (Anchorage): Ann Brooks will be speaking about public participation at the July 21st APA brownbag luncheon. We will take a break for July and maybe even August. The State of Alaska is preparing to shut down the Alaska Coastal Management Program.

Joe Welliver (Mat-Su): This is my first time calling into a meeting. Maryellen: suggests organizing a happy hour or lunch try to get everyone together to build relationships.

Patrick (Denali Borough/FNSB): City is advertising for a street project. Maryellen: suggested sending an email to the region introducing Patrick and seeing if they want to start a brownbag lunch. FMATS and DOT planning may be interested in submitting session proposals for the conference.

Duane (Rural): Sent the region an email greeting and general solicitation for conference ideas. Considering doing another article for the next newsletter. The Chapter should look into the changes that Nationals is making regarding flat fees for member Commissions.

Barb (Southeast): Absent.

Western Planner

Registration is now open. Charlene: RurAL CAP is scheduled to present a session on best practices for tribal community development.

Member Comments

None

Next Scheduled Meeting: *July 11, 2011*