



FINAL Minutes – June 16, 2017  
Approved September 15, 2017  
MD APA Executive Committee Meeting

Time: 10 am- 12 pm, Lunch at 12 pm until 1 pm  
Location: City of Annapolis P&Z

- 1 Call to Order
- 1.1 Meeting was called to order at 10:05 with the following attendees:
  - Pat Haddon
  - Peter Conrad
  - Jacqui Rouse
  - Olivia Vidotto
  - Jeremy Weiss
  - Megan Griffith
  - Lauren Good
  - Christine Dunham
  - Amal Ali
  - Adam
- 1.2 Lauren add to Old Business final payment of Health grant Jim Brown requested, write letter to APA for new administration of grant through end of month from CPHA to Rails2Trails Conserv.
- 1.3 May minutes approved
- 2 Great Things Good News
- 2.1 Thanks to all on conference, Change to dues did pass – need to notify membership, Lauren – Jackie needs copy of list of all registered for CMs – Jackie will save ballots, Holly will need #s of votes, Peter said 40 to 18 was final, Jackie has receipts to turn in to Lauren, # of people 89 RSVP - 2 reg on site – waiting on 1 payment – paid \$2275 for event – Naval bagels \$1131.61
- 3 Old Business
- 3.1 change name for grant plan for health grant, need to write letter to APA for remainder of grant term – Peter motion, Olivia 2<sup>nd</sup>, approved
- 4 New Business
- 4.1 Peter Conrad now Vice-President, new vacancies in the future, MD Planning Comm used our APA conference last week to outreach to all PC members, Pat will be meeting with Secretary Wendy MDP, Jackie asked to put something on the website for MD Plan Comm and survey, 7 work sessions between now and August, first month Beach June 20, APA need to partner with MDP for support, regular reps should attend these and encourage their PC members  
Re reps for regions, split Balt 90 people, split eastern shore, need PG rep, there are some small counties or municipalities that have people that may not be planners but acting as defacto that should be part of APA. Need to have our membership have a category. APA and MDP should do some events together ½ day, full, tours, activities, meet&greet, open house @ MDP invite planners. MDP has consistent state wide data that would be invaluable to identify future trends and forum on how to address. MD has rich depth of semi-retired planners – could call on to @ forums
- 4.2 split western MD, keep the same, do tour of western MD – wind farms, Pat will schedule reg rep mtg in July/August, how to mail? Take our original mail list and mailed to everyone, all emails should have opt out with

notice at bottom, mail chimp updated, need far western to get working with Beth before finalizing. MDP reg reps that still exist would be useful and we should try to consult with. Board takes August off.

Jackie talked about next event she will do – past present future 35 years in City of Annapolis – 3 past and present directors will be speakers, will roll out with some event but not known where yet. Then take to National in New Orleans. Have a same place as last week's conference.

- 4.3 MPC wants us to be part of their training and conference and they want us to provide training @ our conference, Peter said may be good to tie to Jackie's event, Jackie said they must be the ones to present and put all together when attending ours, our regional reps should reach out to local MPC regional reps, MPC looking for younger PC members, MPC needs to email or letter to all people on PC and BOA boards, Jackie not our problem if MDP isn't reaching people but theirs. Pat we have to play, we need to work with MDP.

## 5 Officers and Committee Reports

- 5.1 been filling vacant slots, Jim Palma will be here in July, have VP Peter Conrad. Pat will send email to western and eastern shore to find reg reps, may get some paid part time admin to help
- 5.2 fill in for president, will get with Jim about projects and priorities, get staff and work on job description for future part time positions, Pat said Peter will be able to carve out a better defined role as VP. Jackie would like a position to the follow-up when items are assigned and be whip master. Someone to help with the legal forms, taxes, etc. will have to review and make a budget for those positions.
- 5.4 Need budget for next year, in next few months think about what we want to do, expand services due to increase in membership money and amount needed for services. Balance budget is important. With proper 6 month interim budget they can use and adopt or change. Doesn't want to be the one to decide what to cut or change, asking for a few people to assist with that. Date of adopting 6 month budget is Fall. Current budget term thru 12/31, any change goes back to board. Morgan St will send in request and invoices. Jackie asked for current budget and amount. Peter needs dates of member rollover to figure out budget. Would like breakdown. Jackie doesn't have what was spent. Need all to see year to date in/out \$. Try for July board mtg, add to agenda for July topic on budget.
- 5.5 upcoming event already discussed, only lost 1 person in 2 yr cycle with AICP status, will go back and talk to National Cap for AICP test, Olivia it's a shame that have nothing for spring test
- 5.6 next event document viewing – blind wayfinding, may do low key social events, would like to spend more time with this, Pat brought up about not able to get transportation re wayfinding

## 6 Statewide

- 6.1 Aviva new position at work, active though with EPG, but willing to step down due to not being able to come to meetings, Pat making recommendation OK to miss
- 6.4 upcoming in Fall, Bernie Fowler Jr, Farm 4 Hunger, Spring – winery, brewery, district event, Jackie do APA one day event, legal issues with wineries? 2-3 years ago? Jackie will look for, Amanda Colm at state MHEC? Cottage/farm
- 6.5 meeting with different reps, partner with AIA on Fall lecture series, planning with figuring out strategy

## 7 Liaison Reports

- 7.1 newsletter wrapping up and out soon, thanks to all who submitted

- 8 Adjourn - motion to adjourn, seconded, approved, meeting adjourned at 12:09