



FINAL Minutes – March 19, 2021

Approved – July 16, 2021

MD APA Executive Committee Meeting

Time: 10:00 am- 11:00 am

Location: Zoom Call

1 Call to Order: Helen Spinelli

1.1 Meeting was called to order at 10:00 AM with the following attendees:

Helen Spinelli	Alan Feinberg
Chris Jakubiak	Andrew Bernish
Sarah Diehl	Lynda Eisenberg
David Levy	Jacqui Rouse
Steve O'Connor	Clara Irazabal
April Smith	Sophie Mae Kotzker
Joe Griffiths	
Dr. Siddhartha Sen	

1.2 Action on proposed agenda: Helen noted a request from APA National for a representative from MD APA to be a representative for legislative efforts in DC regarding Van Hollen's transportation/infrastructure work. Helen to send a letter. Let her know if you would like to participate.

1.3 Minutes Approval for February 2021 Meeting:

- Unanimous consent.

2 Housekeeping Issues

2.1 Schedule and location of ExCom meetings for 2021

- Friday, April 16, 2021 – Zoom meeting
- Friday, May 21, 2021 – Zoom meeting
- Friday, June 18, 2021 – Annual Meeting ?? in person
- Friday, July 16, 2021 – Zoom Meeting/maybe in person?
- August – No meeting
- Friday, September 17, 2021 – Zoom and in person meeting.
- Annual Conference - TBD

Annual meeting discussion: Helen is looking for ideas for the meeting.

- Steve suggested a theme about adjusting to COVID and the new work environment.
- Jim noted a discussion on the distribution of care funds would be interesting.
- David suggested innovation in how we are doing our work- where transitioning into a world of normalcy is an option again. It would be great to hear about the planning things people have accomplished during the year. For example, Rockville approved their comprehensive plan.

- Joe suggested a session on the American Rescue Plan and the impact on local/state governments- water and sewer infrastructure, broadband, etc. It would be helpful to get a better idea of what those payments will be used for.
- Chris noted a presentation from National APA on their full policy positions and what they are advocating for would be helpful for the membership.
 - Helen noted she will look into a policy representative from national and that current policies are on the website.
- David suggested a forward-thinking approach: where are we going from here, what is coming, what are we going to be dealing with in terms of planning challenges.

3 **Chapter Administration Issues:** Action Items – None

- Helen and Chris met at the bank and got Chris' name on the account.
- Chris noted the budget was approved last month – unsure if \$24,217 number is precise. He is continuing to update information as he gets access to the full records.
- Changes in the budget that we agreed to – Morgan State funding to \$3000 and Baltimore AIA lecture series (\$500).
- Budget planned deficit of \$1561 to be funded by transfer from savings, numbers may change a little when Chris sees actual numbers.
- David noted that running a deficit might not be the right thing to do.
 - Chris added that part of it is lack of spending from previous years, he thought we should talk about priorities we want to invest in and run a planned deficit over time- this is something he wants to bring to group when familiar with numbers.
 - Helen noted that some of the activities that caused the deficit are not going to happen- i.e., conference traveling. Revenue could be down due to people losing jobs- anticipated lose in membership.
 - Helen and Chris to go through and eliminate things in budget that won't be happening; will come up positive.
- Steve asked about the logistics of the reserve fund; thought that we had to have one half of checking in reserve. Helen to check with representative from APA, Chris will look into as well and report back.

4 **New Business**

4.1 **Election information for all Ex-Com members except Vice President, Treasurer, and Secretary**

- March 15: Begin the Call for Nominations
- May 15: Firm deadline for submission of names of potential nominated candidates
- July 1: DEADLINE for receiving all candidate information, including position statement and bios.
- July 19: Balloting begins online.
- August 20: Balloting ends
- Late August: Election results available.
- Helen noted she has heard from Olivia and Steve that they are staying on board. Alan and Lynda noted in meeting they would like to stay. Will need to send letter of interest and a short bio.

5 **PDO Report**

- Jacqui has talked with National Capital chapter about a webinar, has heard nothing back – Jacqui to reach out to Mark to get an update as to what is going on.
 - Webinar to be on Maryland law; Rich Hall has agreed to participate.
 - We need a date; could talk about Terrapin Run and the lawsuit/legislative action that followed up with the long-term impacts and positive consequences.
 - Chris suggested the if we have Rich talking about Terrapin Run, we could make it more interesting by having a development attorney talk about the implications of development.
 - Joe noted statewide interest in an update post-session about bills making way through legislature.

- Jacqui added that we don't want to just do a re-hash of Terrapin Run, we want to attract people to join in.
 - Email Jacqui and Helen any additional thoughts. Jacqui will get a hold of Mark about discussion and will send out an email to everyone next week.
 - She also brought up recreational marijuana and the impact that it might have across the state. Lynda suggested talking about Colorado/California approach and how they are dealing with it or the implications for their communities.
- David suggested ADUs as another topic.
- Webinar was supposed to be scheduled for end of April; need to get notice out but could also be pushed back.

6 **Regional Representative Reports**

6.1 **Western Maryland**

6.2 **Statewide**

6.3 **Baltimore**

6.4 **Eastern Shore**

6.5 **Southern Maryland –**

- Olivia is working through the logistics of a possible Zoom meeting; trying to figure out how it would work if a few people on the farm the rest on zoom – waiting to see how COVID plays out with the vaccine.

7 **Treasurer's Report**

- See above.

8 **Committee Updates:**

8.1 **EPG: Jasmine unavailable.**

- University of Maryland Update: Clara added that it is exciting that the chapter is called upon to advocate for legislature; she would like to participate.
 - She noted that it is important that the chapter cover topics for immediate need and also think about the national aspect. A big topic she is interested in is visioning- that we are actively visioning and helping construct the world that we want to see. She is looking to develop a course on scenario planning and visioning at UMD.
- Morgan State University Update: Dr. Sen still trying to figure out how to use the funds that were allotted.
 - He is thinking about supporting students to go to the APA National Conference – might also create an additional scholarship for alumni sitting for the AICP exam.
 - The program also needs a lot of visibility- an ad for Plantizen is a possibility.
 - The Super Jury will be virtual, would like APA to join.
 - MSU has a PAB accreditation report due- one of the key things is a strategic plan- perhaps get feedback from the board and other major stakeholders – he will send it our way to review.

9 **Adjourn 11:00**

ACTION ITEM SUMMARY

1. Helen to continue to work through themes and ideas for Annual Meeting.
2. Helen and Chris to go through budget and eliminate things that will not be happening.
3. Helen and Chris to look into the logistics of the reserve fund.
4. ALL: if interested in staying on the Executive Committee, send a short letter of interest and bio to Helen for upcoming election cycle.
5. Jacqui to reach out to National Capital chapter to get a webinar update.