



Executive Committee

Minutes

September 28, 2011

Welcome: Chapter president, Karen Hundt opened the regular meeting of the TAPA Executive Committee (board) at 11:20am (Central Time). A quorum was established.

Members Present: Karen Hundt, Valerie Birch, Steve Neilson, ~~Kathryn Baldwin~~, Lisa Milligan, Jason Meredith, Thomas Skehan, ~~Andrea Barbour~~, ~~Karen Rennich~~, Tim Roach, Meridith Krebs, Brett Roler, Sam Edwards, Bill Terry, Rick Gregory and Ambre Torbett (there were 8 voting members and 5 non-voting members present). Planner, William Veasey was also present.

Approval of Minutes:

On a motion by Valerie Birch and Seconded by Tom Skehan, members unanimously approved the minutes from the Conference Call on August 24, 2011.

2012 Winter Retreat – Fall Creek Falls SP:

Valerie stated that she has already been working on the planning of the Winter Retreat. Per the rotation, it will be held at Fall Creek Falls State Park. She asked the board on a preferred date. Members agreed the Winter Retreat should be separated out more from the fall conference. Tim Roach recommended that the date be set for either February 8-10th or 22 – 24th to provide more time in between TAPA conferences, lower chance of inclement weather and still before the National APA conference. Members agreed. Valerie will make the reservations and report back. She also encouraged members to be thinking about “talking points” to add to the discussion during the regular Legislative Session with Bill and Sam. Members agreed it would be beneficial to also invite a legislator to come and address the attendees on legislative issues during a luncheon session during the Winter Retreat. Discussion continued.

2012 Conference – Memphis:

Tom Skehan stated that his committee was already thinking about the conference next fall hosted by the West TN Section. They agreed to hold the conference downtown Memphis to ensure walkability of those attending. Meridith suggested partnering with other organizations such as the Urban Land Institute (ULI) or the Arkansas chapter of APA.

2011 Conference – Nashville: “The Unexpected Environment”

Lisa briefed members that registration has been good with approximately 210 folks registered. Most of those are full registrations. They have collected \$39,000 in registration fees and \$4,400 in sponsorships. Mayor Dean will open the Wednesday Night Reception. She reported that all of the sessions have been approved for CM credit with AICP

TAPA Conference Planning Guidebook:

Tom suggested that it would be a good idea to compile a guidebook for future conference committees to use, which may include lessons learned, forms, budgeting and other handy information that can be passed along from one section to another. Please email your contributions to Tom as he offered to compile this information. Discussion followed.

APA Leadership Conference (Washington, DC):

Valerie attended this conference presenting Karen Hundt could not attend. Valerie briefed members on the national planning issues discussed at the conference. The main focus was on attacks on planning by groups such as Freedom Advocates, how these groups are tying planning actions to *Agenda 21* in negative ways and how planners could/should respond.

Student Scholarships:

Tim Roach presented the proposal on recognizing the Local Planning Assistance Office through a Public Planning Scholarship. He agreed to make a formal presentation on this new opportunity, during the luncheon tomorrow (9/29). He will finalize the information so it can be posted on the www.tnapa.org website, emailed through Karen and distributed to ETSU and Memphis colleges.

Budget – 2011-12:

Meridith discussed the updated budget. She reported that there was \$2,500 in check and over \$20,000 in Savings. The section grants were distributed based upon last year's figures. Next year, they will re-evaluate the membership counts and section grants. She stated that Chapter Only memberships were down, due in part by the closing of the State's Local Planning Assistance Office. As planners find new jobs, TAPA needs to reach out to them and remind them of the benefits of Chapter Only membership. She suggested that the Executive Committee appoint a Membership Chair to focus on retaining and gaining new members. This could be done through the section directors and/or the development districts office. Karen agreed to send out an email to this request to seek a volunteer from the chapter.

PDO Report: Brett stated that he did not have a formal report. He stated that there were several chapter members who were AICP that still lacked in CM reporting. It usually took AICP to process CM requests. In addition, they have a policy to submit the entire agenda all at once for CM approval. If other sessions are added, then the chapter has to resubmit the entire agenda again. Lastly, Brett suggested that the conference committees make use of the AICP CM feedback on the comments logged in in order to better plan for the conference topics and planning. Discussion followed.

Newsletter:

Tim stated that he would publish the next newsletter shortly after this Fall Conference. He recommended that the committee appoint a photographer for conferences so that he can include pictures into the next newsletter. He also encouraged each Section to contribute updates for the newsletter.

Letter to the Mayors of the State:

Sam agreed that his office would prepare the mass mailing of the letter from the chapter to all city and county mayors in the State so long as the chapter agreed to reimburse his office for postage. Meridith requested that his office send an invoice to the chapter. Discussion followed.

Legislative issues:

Rick opened the discussion on a Land Pooling Process. Currently the law provides property owners to benefit from redevelopment allowing one to set up cooperative agreements. Discussion followed. He encouraged all planners to discuss this and other planning related issues often with legislators. Bill briefed members on the forthcoming property rights issues on upcoming bills. He will send the draft report prior to the next conference call in December. Sam provided a summary of the topics that will be discussed in the legislative session set for Friday. Discussion ensued. Steve motioned to renew the annual contract for Chapter Lobbyist services to Bill Terry. Tom Skehan seconded the motion and the vote in favor passed unanimously.

FAICP:

Steve requested that the board resend the applications for our three candidates to the FAICP committee for reconsideration. Discussion followed. Steve made that into a formal motion, seconded by Ambre and the vote in favor passed unanimously. The candidates are Dr. Mike Marchioni, Bill Terry and Sam Edwards.

TN Planning Leadership Council:

Ambre mentioned that one of the TN PLC charter members requested clarification on what would be expected of this council as far as tasks assigned in the future, if any. Members agreed, that the main objectives of this new council was to recognize their individual contributions to the chapter and the State, as well as to stay involved with the Chapter. Should they want to take on additional duties, they could formalize such. Ambre agreed to send a follow-up letter to the first 9 members summarizing these objectives. She will also send out nomination forms to the chapter for the next cycle. These should be submitted by the first of the year so the Executive Committee can vote on them at the Winter Retreat.

Adjournment: Members adjourned the meeting at 1:15PM (Central Time).

Respectfully submitted: *Ambre M. Terbett*, AICP
Chapter Secretary