



THE AMERICAN PLANNING ASSOCIATION TENNESSEE CHAPTER

Executive Board Meeting Minutes

*Conference Call: July 30, 2009
2:00 PM*

MEMBERS PRESENT:

Karen Hundt, AICP – President
Valerie Birch, AICP – Vice-President
Ambre M. Torbett, AICP - Secretary
Sam Edwards, AICP - State/Local Legal Affairs
Rick Gregory, AICP - National Legislative Affairs
Terry Langlois, AICP - Past-President & Professional Development Officer
Angie Charles – State of Franklin Section Director
Kathryn Baldwin, AICP, Knox Section Director
Lisa Milligan, AICP – Middle TN Section Director
William Veazey – West TN – filling in for Brett
Karen Rennich, AICP – Chattanooga Section Director

MEMBERS ABSENT:

Meridith Krebs - Treasurer
Bill Terry, AICP - Chapter Lobbyist
Tim Hindrick – Student Representative
Brett Roller, West TN Section Director
Steve Neilson, AICP - Past President
Stanley Harrison, Planning Official Development Officer (PODO)

- I. **Approval of Minutes** – Minutes were emailed immediately following the last conference call. No changes were noted after President's review. Minutes stand approved unless corrections so noted.*
- II. **2010 Winter Retreat** - No one at the Gatlinburg resort has answered our phone calls. If we do not hear back soon we will proceed with another venue. Discussion followed.*
- III. **Upcoming 2009 Fall Conference** – Karen Rennich reported. The conference website is up and notices were sent to all TAPA members via email. A few sessions are still being finalized, but all sessions will be submitted for CM credits. We have to submit them all to APA at once, so we will not have approval until the first of September. John Norquist, CEO of CNU, is our keynote speaker. We also have Randall Arendt and Dr. Catherine Ross from GA Tech as speakers. Four or five tours will be offered. The early bird registration rate is \$150. After the cutoff date, it goes up to \$175. Everyone needs to make their own hotel reservations. We received a good room rate from the Marriott so we want to encourage people to stay at the Marriott. We may add a Wednesday morning session for people who want to come early and get some extra CM credits. Sessions and tours run through Friday afternoon.*
- IV. **CM Credits** – Terry has not heard any complaints lately, so things seem to be working better with the APA website. He talked to MTAS and CTAS about partnering on some workshops. CTAS is interested in this opportunity. APA also now offers the option of up to 8 hours of self-reporting.*

- V. **FAICP Nominations** – *Karen Hundt asked Kathryn if she had been working on the nomination for FAICP. Kathryn will send these to the state contact. Steve Neilson sent them in last time. Karen agreed to accept these and forward them to APA.*
- VI. **PODO** – *Stanley Harrison agreed to serve as the Planning Official Development Officer. It was suggested that this position make it their mission to aim at covering the “basics” with Planning Commissioners every year at the fall conference. The State Local Planning Assistance Office has basically fulfilled this duty over the years.*
- VII. **Website** – *Karen Hundt asked all Section Directors to assist the webmaster with keeping information current. Discussion followed. Valerie has resigned as Newsletter Editor. Everyone agreed that we could cease the paper newsletter and only have a website. The website will need to be updated more often and we will need to send email notices to all members when new information is added, making sure time-sensitive material is sent out promptly. Karen Hundt will ask Sarah Powell, our webmaster, if she is OK with these changes as this may require more of her time. We also need to decide who the Section Reporters will report to. Legislative updates should be added to the website.*
- VIII. **Bylaws** – *Members discussed the proposed amended By-Laws. Keep section by-laws on the website as well. Karen Hundt recommended that each section forward their by-laws to the webmaster. Rick Gregory suggested a designation be made within the By-Laws regarding Sam Edward’s position on the State/Local Legal Affairs. Discussion followed. Rick agreed to edit accordingly. Kathryn Baldwin came into the conference call at this point.*
- IX. **Other Matters of Mutual Interest:**
- *William brought up an idea of a proposed conference training class, such as the FEMA class, led by Stanley Harrison, on a regional basis. William asked if there was some way to incorporate FEMA training within the Fall Conference, on an annual basis. Members discussed and suggested including Stanley’s presentation of Floodplain Training into the Wednesday 1/2 day session at the Fall Conference. Karen Rennich will contact Stan to see if this can be scheduled.*
 - *August 7th is the deadline for the TAPA Awards submittal. Karen Hundt will send out a reminder of this deadline to the full chapter. For more information contact Karen Rennich.*
- X. **Adjournment** - *Motion to adjourn by Sam and others. Members wrapped up at 3:10PM.*