

Minutes
APA-IA Chapter Board Meeting
Friday, March 15, 2019

1.0 Call to Order

1.1 President Dylan Mullenix called the meeting of the American Planning Association Iowa Chapter to order at 10:00 am at the College of Design, Iowa State University, Ames, IA.

2.0 Roll Call

Executive Board

Officers

+	Dylan Mullenix	President
+	Madeline Sturms	Vice President
+	Ben Champ	Past President
+	Tony Filippini	Secretary
+	Zach Young	Treasurer

Professional Development Officer

NP	David Wilwerding	
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Planning Board Member

NP	Dave Tallman	
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University Representatives

NP	Charles Connerly	University of Iowa
NP	Francis Owusu	Iowa State University

Program Area Chairs

+	Chris Janson	Chapter Development
+	Anne Russett	Chapter Development
+	Chris Shires	Professional Development
+	Melissa Tiedemann	Outreach / Advocacy
+	Rose Brown	Outreach / Advocacy
+	Steven Van Steenhuyse	Legislative & Policy
+	Charlie Cowell	Recognition / Awards
+	Emily Bothell	Recognition / Awards
+	Seana Perkins	Public Relations / Communications
+	Liesl Voges	Public Relations / Communications

At-Large Members

+	Charlie Nichols	
+	Amber Lynch	
+	Jim Holz	

Liaisons (non-voting)

NP	Chanel Jelovchan	University of Iowa Graduate
NP	Bridget Williams	Iowa State University Undergraduate
NP	Sarah Runkel	Iowa State University Graduate
NP	Bret VandeLune	County Planning / Flood Officials
+	Mark Land	Floodplain / Stormwater Management

18 (of 22) - Voting Members Present (notated "+") (12 required to achieve quorum)

3.0 Introduction and Welcoming of Any Guests/Others

Guests in attendance: Sayma Khajehei, Sarah Lawrence, and Aspen Pflanz.

4.0 Approval of Agenda and Minutes

4.1 Approval of Agenda for Friday, March 15, 2019.

Motion by Champ, seconded by Young. Unanimous Approval.

4.2 Approval of the Minutes, as read, from Friday, January 18, 2019.

Motion by Champ, seconded by Lynch. Unanimous Approval.

5.0 APA Iowa Membership Forum/Input

Mullenix opened the floor for membership input. No input was presented and forum was closed.

6.0 Business Items

6.1 Approve appointment of Trina Flack to the board as Planning Board Member Representative

Mullenix nominated Trina Flack to be on the board in the role of the Planning Board member.

Motion to accept the nomination, made by Shires, seconded by Van Steenhuyse. Unanimous Approval.

7.0 Discussion Items

7.1 2019 National Planning Conference All-Iowa Reception (San Francisco)

Sturms reminded the board that the all-Iowa reception will be hosted on Monday April 15, 2019, from 4-7p at the Tabletop Tap House (175 4th St., San Francisco, CA.) Pflanz commented that four students from Iowa State University are planning to attend the conference and asked if the Chapter has financial support available.

7.2 2019 Iowa-APA Conference (Iowa City)

Sturms reported that the call for proposals have been sent out this morning. Deadline for proposals is May 17, 2019. Bothell reported that the local planning committee is on schedule with planning the fall conference and currently working on ideas for mobile workshops and locations for the progressive dinner.

7.3 2020 Iowa-APA Conference (Des Moines)

Mullenix commented that the costs for the initial bid were very high and there is a need to consider other venues.

7.4 Chapter Work Plan Implementation

Mullenix requested program heads to report on items in the work plan in their respective area and to report to the board their progress.

Professional Development

Shires reported items for the PDO and suggested an idea for a subcommittee.

Shires also commented on engaging ISU extension and expanding the availability of trainings for planning board members and opportunities to partner with

COZO. Mullenix added that ULI has a program called Urban Plan, which could be a potential partner.

Chapter Development

Janson reported that a Google calendar has been created for chapter development items; which includes training, networking events, and conferences.

Outreach/Advocacy

Brown commented on their progress to engage allied professional groups. Tiedemann talked about potentially including opportunities to get involved with APA activities into the chapter newsletter.

Recognition/Awards

Cowell reported on items in the work program related to recognition and awards including ways to recognize planners.

7.5 Chapter Schedule of Events

Mullenix commented that there is a need to have a schedule of events. It was discussed previously that the Chapter Development program chairs have developed a Google Calendar. This was discussed as a resource for promoting events on the Chapter website and social media accounts.

7.6 Iowa Great Places upcoming activities

Voges reported that applications are open for Great Places in Iowa and closes on May 1. She is looking for two board members to participate in reviewing the applications, one for the designation panel and one for the re-designation panel. Nichols and Bothell expressed interest in participating on the panel this spring.

7.7 APA-IA Chapter committees

Voges requested that the board consider reviewing existing committee memberships and to consider establishing committees. There is a form on the APA-IA Chapter website for people to submit their interest. Sturms suggested that the chapter keep a roster of committee membership on the FTP site.

8.0 Officers Reports

8.1 President (Mullenix)

Mullenix reported that he has been involved with the Policy and Advocacy Committee at the APA National level. He reported that the Chapter participated in the Iowa State University Design Career Fair and at the 2019 Design Professionals Day on the Hill in Des Moines. He also noted there is interest from ULI to collaborate with APA-IA. He noted that program heads should consider reviewing the work program. Mullenix also mentioned that the call for elections is out and commented that we should let members know.

8.2 Vice President (Sturms)

Sturms reported on the participation of the ISU Career Fair. Around 15 students stopped by the booth and asked for resources regarding their employment search as well as information about the AICP Candidate program. She reported that there were 95 firms at the career fair but less than 10 included planning. Sturms reported that she is no longer pursuing working with the ISU Conference Planning Services group due to their unresponsiveness. She has contacted Diversified Management Services to see about their services with event planning and association management services.

8.3 Immediate Past-President (Champ)

Champ had no report.

8.4 Secretary (Filippini)

8.4.1 Filippini provided a membership update through January 2019. Filippini reported that the February total is 482 members

8.5 Treasurer (Young)

8.5.1 Young presented the Treasure's Report.

Chapter Treasurer's Report was accepted - motion by Sturms, seconded by Champ. Unanimous approval.

9.0 Executive Board Reports

9.1 Professional Development Officer (Wilwerding)

No report.

9.2 Planning Board Member (Tallman)

No report.

9.3 University of Iowa (Connerly)

No report.

9.4 Iowa State University (Owusu)

No report.

9.5 At-Large Representative (Lynch/Holz/Nichols)

Lynch reported that her position ends in May and commented that those interested in joining the board as an at-large should reach out to Dylan. Holz had no report. Nichols reported that he has reached out to planners in the Cedar Rapids area to do some events.

9.6 Chapter Development Program (Janson/Russett)

No report from Janson or Russett.

9.7 Professional Development (Shires)

Shires reported that the next APA board meeting is in Iowa City. The July meeting is planned in Des Moines and Shires asked to be contacted with ideas for a lunch and learn event.

9.8 Outreach / Advocacy Program (Brown/Tiedemann)

No report.

9.9 Legislative and Policy Program (Van Steenhuyse)

Van Steenhuyse recommended members to join the Planners Advocacy Network. Van Steenhuyse noted that COZO employs a lobbyist and is going to learn more about their arrangement. The chair reviewed a number of bills in the Iowa legislature which the committee is reviewing and will be reported to the membership on. Champ brought up concern with HSB 165 and the legislature's discussions around limiting city and county budgets.

9.10 Recognition / Awards Program (Cowell/Bothell)

No report.

- 9.11 Public Relations / Communication Program (Perkins/Voges)
 Voges reported 40% increase in Facebook page engagement. Voges requested that members continue sharing material with her to share on social media. Next submission deadline for the newsletter is April 5. Voges suggested that submissions should target around 300 words. Finally, Voges reported on her search for a forum-type service for members to interact online but did not find any clear options. Facebook rose as the most common option. Some others included LinkedIn groups. There may be future options with APA Engage once that rolls out. Perkins presented website statistics.
- 9.12 University of Iowa Graduate Program (Jelovchan)
 No report.
- 9.13 Iowa State University Undergraduate Program (Williams)
 No report.
- 9.14 Iowa State University Graduate Program (Runkel)
 No report.
- 9.15 County Planning and Zoning Officials of Iowa (VandeLune)
 No report.
- 9.16 Iowa Floodplain and Stormwater Management Association (Land)
 Land reported that the association has flood management materials, including a flood response toolkit, on the website as a resource. (<https://www.iowaflood.org>)
 Future conference is scheduled for October 3rd.

10.0 Other Items Not on the Agenda


Champ invited guests to introduce themselves to the board. Pflanz mentioned that on April 12th the CRP Graduate club plans to host an event during the 40th year celebration of the College of Design.

11.0 Upcoming Board Meetings

The May meeting is scheduled at Iowa City on Friday the 17th of May at 10 a.m.


12.0 Adjournment of the Board Meeting

Motion by Champ, seconded by Janson to adjourn. Meeting adjourned at 11:36 a.m.



 Dylan Mullenix, AICP
 President

Date: 5/17/19



 Madeline Sturms, AICP
 Vice President

Date: 5/17/19