

Minutes
APA-IA Chapter Board Meeting
Friday, September 21, 2018

1.0 Call to Order

1.1 Past President Ben Champ called the meeting of the American Planning Association Iowa Chapter to order at 10:00 am at the University of Iowa, room 327A Jessup Hall, Iowa City, 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

+	David Wilwerding	
---	------------------	--

Planning Board Member

NP	Dave Tallman	
----	--------------	--

University Representatives

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

Program Area Chairs

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

At-Large Members

NP	Brian Schoon	
+	Amber Lynch	
NP	Jim Holz	

Liaisons (non-voting)

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

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

3.0 Introduction and Welcoming of Any Guests/Others

Guests in attendance: Erin Chambers, Mark Pierson

4.0 Approval of Agenda and Minutes

4.1 Approval of Agenda for Friday, September 21, 2018.

Motion by Lynch, seconded by Shires. Unanimous Approval.

4.2 Approval of the Minutes, as read, from Friday, July 20, 2018.

Motion by Lynch, seconded by Shires. Unanimous Approval.

5.0 APA Iowa Membership Forum/Input

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

6.0 Business Items

6.1 Consideration of the Mission and Vision statement

Mission: “APA Iowa exists to strengthen planning to create thriving communities.”

Vision: “We do this through Celebration, Advocacy, Relationships, and Education of our members and communities.”

Motion to approve the mission and vision statements as presented, made by Shires, seconded by Young. Unanimous Approval.

6.2 Consideration of amendments to the APA-IA Chapter Bylaws

Mullenix presented recommended bylaw revisions to modify the fiscal year to the calendar year and remove the responsibilities of 5.3 Teller Committee. In addition to the presented modifications, Shires proposed language in section 4.3 to allow board meeting attendance by conference call and a new section “4.7 Meeting Attendance,” setting limits on meeting absences of board members and procedure for removal and replacement of members who fail to make attendance requirements. Proposal from Wilwerding was included to strike reference of mail ballot from section 9.0.

Motion to endorse the proposed bylaws as presented along with proposals by Shires and Wilwerding and to prepare actions to propose these changes to the membership for voting, made by Young, seconded by Lynch. Unanimous Approval.

6.3 Consideration of the 2018/2019 Fiscal Year Budget

Young presented the proposed 2018/2019 fiscal year budget.

Motion to approve the 2018/2019 fiscal year budget as presented, made by Lynch, seconded by Tiedemann. Unanimous Approval.

6.4 APA-IA Membership Survey

Sturms presented that the last membership survey was taken in 2011. The list of questions asked in the 2011 survey was reviewed by the board.

Motion to approve a 2018 membership survey using the questions as presented with the following amendments: amend question 20 to include climate topic, remove question 31, remove question 32, along with additional amendments

suggested by Friday, September 28, 2018 to Mullenix, made by Shires, seconded by Lynch. Unanimous Approval.

7.0 Discussion Items

7.1 2018 Iowa-APA Conference (Council Bluffs)

Mullenix reported that there are around 115 registrants to-date. Room assignments and food orders to be finalized in the coming weeks. Shires reported that there are 26 sponsor registrants and 16 sponsors. Lynch reported that mentor match applications are due today. Bothell reported that the poster contest submittal deadline is Monday, September 24, 2018, with three student submissions made to-date.

7.2 Draft Strategic Plan

The board discussed program area updates to the draft strategic plan as a result of the July board retreat. Board members are encouraged to continue making amendments on the Google Doc. The strategic plan will be on the November board meeting agenda for continued discussion.

8.0 Officers Reports

8.1 President (Mullenix)

Mullenix reported that he is in D.C. for the APA Presidents Council and APA Policy & Advocacy Conference. He reported that he is continuing work on strategic plan documents.

8.2 Vice President (Sturms)

Sturms reported that she has been in contact with Iowa State University's conference planning program about the possibility of hiring their services for future APA-IA conference planning tasks.

8.3 Immediate Past-President (Champ)

Champ reported that he will be at APA Policy & Advocacy Conference in Washington, D.C. The Mayor of Pleasant Hill will be attending as well.

8.4 Secretary (Filippini)

8.4.1 Filippini provided a membership update through July 2018.

8.5 Treasurer (Young)

8.5.1 Young presented the Treasure's Report.

Chapter Treasurer's Report was accepted - motion by Russet, seconded by Lynch. Unanimous approval.

9.0 Executive Board Reports

9.1 Professional Development Officer (Wilwerding)

Wilwerding reported that there are six APA-IA members registered for November AICP testing window. He also reported that the National APA has been providing considerable resources to promote AICP Candidate program.

9.2 Planning Board Member (Tallman)

No report.

9.3 University of Iowa (Connerly)

Connerly reported that the University of Iowa is proposing a new Master of Public Affairs program. The proposal is scheduled to go to Graduate Council in October; if approved the proposal will go to the Board of Regents for consideration. Currently there are no accredited public affairs programs in the State of Iowa.

9.4 Iowa State University (Owusu)

No report.

9.5 At-Large Representative (Lynch/Schoon, Holz)

No report.

9.6 Chapter Development Program (Janson/Russett)

No report.

9.7 Professional Development (Shires)

No report.

9.8 Outreach / Advocacy Program (Brown/Tiedemann)

Tiedemann reported that they have been in contact with Iowa Chapter of the Green Building Council.

9.9 Legislative and Policy Program (Van Steenhuyse)

Van Steenhuyse reported that he will be in attendance at the APA Policy & Advocacy Conference in Washington, D.C.

9.10 Recognition / Awards Program (Cowell/Bothell)

Bothell reported that 21 award submissions for awards have been received across 11 categories. Each category will be awarded. Student poster submission deadline is Monday September 24. Students will be notified of selection by Oct. 5, 2018.

9.11 Public Relations / Communication Program (Perkins/Voges)

Perkins presented website statistics.

9.12 University of Iowa Graduate Program (Jelovchan)

Introduction of new UI Graduate representative Chanel Jelovchan.

9.13 Iowa State University Undergraduate Program (Williams)

No report.

9.14 Iowa State University Graduate Program (Bradley)

No report.

10.0 Other Items Not on the Agenda

No other items were presented at this time.

11.0 Upcoming Board Meetings

The September meeting is scheduled in Mason City on Friday the 16th of November at 10 a.m.

12.0 Adjournment of the Board Meeting

Motion by Van Steenhuyse, seconded by Tiedemann to adjourn. Meeting adjourned at 11:27 a.m.

Dylan Mullenix, AICP
President

Date: _____

Madeline Sturms, AICP
Vice President

Date: _____