

# Minutes

Board of Trustees Meeting  
June 9, 2017 *Columbus*

## **Summary of Action Items:**

- Wenger will ask Emily at APA National about timeframe of Great Places Awards and what we as a Chapter need to do, if anything to support the nominations.
- Keough-Jurs will send small cell regulation text to the Legislative Committee who will in turn develop a summary email for membership.
- C. Davis will put together a proposal to take over Frost's duties with the Planning Webcast Series.
- Ray will adjust the FY 2018 budget to reflect two (2) additional line items.
- The Legislative Committee will work to draft policy statements to be vetted by attendees at the State Conference.
- Klavora will add suggested questions to the annual report form and distribute to Section Directors.
- C. Davis will organize conference calls for all Committees to discuss the 2014 Board Retreat Summary and create priorities – which will become the 2017-2018 Work Plan.

## **I. Introductions**

## **II. Roll Call & Communications**

C. Anderson called the meeting to order at 10:15 AM.

### Present:

C. Anderson	A. Golden	R. Ray
E. Anderson	D. Kennedy	N. Reger
C. Auffrey	K. Keough-Jurs	J. Russell
T. Davis	T. Kinskey	K. Wenger
P. Etchie	A. Klavora	
K. Ezell	P. Logue	

### Absent:

J. Braverman	C. Ronayne (x5)
J. Egan (x4)	M. Schmidt
B. Nagy (x4)	K. Scocco

### Others Present:

C. Davis

## **III. Motion to Follow or Amend Agenda**

Kinskey requested to add a Legislative Committee agenda item. A motion was made by Klavora and seconded by E. Anderson to approve the amended agenda. Motion passes.

## **IV. Approval of Minutes from the February 10, 2017 Board Meeting**

A motion was made by Klavora and seconded by Keough-Jurs to approve the minutes. Motion passes.

## V. Action and Discussion Agenda

### President's Report

See page 8 of Boardbook for full report.

Wenger briefly reviewed highlights of the report:

Learning Management System being unrolled by APA is not without its hiccups. Great idea and may be transferable to the Chapter level.

APA has announced they will unveil Chapter Performance Criteria which is very basic. APA Ohio should not be concerned. We should use some of the elective areas to help boost the future of APA Ohio.

APA Ohio received the Chapter President's Council 2017 Karen B. Smith Award for Outstanding Outreach to the Community! Congrats us!

### Strategic Plan Update

#### *Policy Position Statements*

Wenger reported that comprehensive planning was the biggest issue wanting to be advocated for from the last membership survey. The second was transportation and public transit. Wenger believes we should focus on these topics and create position statements from them.

Klavora thinks the list of 16 is too long to tackle. She said that APA National only chooses 2 or 3 topics each year.

Kinskey said we should first decide what the position statements will look like – pages or paragraphs.

Ray reminds us to connect these legislative issues to our **award-winning (!!!)** Because We Plan initiative.

Reger believes public transit could go under multi-modal. Also, housing should stand alone or be combined with community development.

It was agreed to unveil these position statements at the state conference. Once feedback is received, we can adopt the formal versions at the December board meeting.

The Legislative Committee will work on these statements for the first draft to be unveiled at the State Conference in September.

From the adoption on, the Chapter will review the statements every two (2) years for updates and relevancy.

Davis will send a membership address list to Reger who will get us a snapshot of where all of our members are located.

### *Legislative Issue "Crisis" Response Protocol*

Wenger asked to discuss the legislative "crisis" protocol for issues that come through. Should the Board establish a vetting or advisory group to run these issues through?

Davis mentioned the Planners Advocacy Network (PAN) and referenced pages 13-16 of the Boardbook for member information. She said they could be a good resource to bounce ideas and issues off of.

Wenger asked who should approve the response.

Kinskey said the Board should have 24 hours to respond to the initial response.

Reger suggested the co-chairs of the Legislative Committee should be responsible for determining if the advisory committee should be called to the table or if it should just remain internal.

Wenger suggested the Legislative Committee talk to determine how we engage with the PAN members.

Kinskey also suggested that we advocate for people to join the PAN.

### *2017-2018 Board Work Plan*

Wenger suggested we convene a conference call of each Committee to determine what they want to change or update to the 2014 Board Retreat Summary. Then it will be presented to the board as a 2017-2018 plan.

Klavora suggested we pare down the items

Wenger suggested the Committees make the call to prioritize.

Davis suggested that some of these items are already in motion and may not need to be included.

### OKI Agreement Wrap Up

Wenger said both KY and IN approved the agreement. We'll formally update and circulate for signatures.

A motion was made by C. Anderson and seconded by Kinskey to approve the OKI Agreement. Motion passes.

### Protocol for Great Places Support

Wenger reported that the Chapter received emails asking for support of the nominations.

It was determined that when a nomination is submitted, the Chapter will not formally support as it is unnecessary.

Wenger will ask Emily at APA National about timeframe and what we as a Chapter need to do, if anything.

### Awards Committee Report

#### *State Awards*

Klavora summarized the updated awards, which are due July 15. See page 25 of Boardbook for details.

Klavora reported that we are swapping awards juries with Wisconsin this year.

#### *FAICP Nominations*

Klavora confirmed the Board approved the following nominations: Jacky McCray, Nancy Reger, and Bob Eichenberg.

The FAICP applications are due in October.

A motion was made by Keough-Jurs and seconded by T. Davis to approve the nominations. Motion passes.

### Education Committee Report

Logue went over details established so far for the State Conference. See end of minutes for report.

### Communications Committee Report

Klavora reported that the committee met via conference call. The major jobs of the Committee is to oversee the Ohio Planners News newsletter, social media, the website, and the annual report.

Klavora reported that an online form has been created for section directors to fill out for the annual report. The purpose is to standardize the information collected to make the report easier to format in the end.

Klavora reminded everyone that the annual report is part of the Chapter-Section Relationship Agreement and is a way for the Chapter to review performance each year.

Reger suggested adding a Because We Plan element to the form.

Ray suggested adding what is the Section's biggest headline for the year?

C. Davis suggested asking about goals for next year – what the Section wants to improve on.

### Legislative Committee Report

Russell reported on the Christmas tree bill – SB 331. It is called a Christmas tree bill because it was hung with several amendments addressing other topics including pet-store regulations, bestiality and minimum wage.

Russell reminded the Board that Home Rule supersedes in Ohio except for Cuyahoga County.

Russell reported that there is an opportunity to get involved – let other cities know that we still have the ability to regulate. He suggests perhaps we find some example legislation that can be used.

Wenger asked if other communities have regulations already established.

Keough-Jurs responded that the City of Cincinnati does have this.

Keough-Jurs will send regulation text to Legislative Committee.

Kinskey reported that he is running for an APA National At-Large Board seat.

Kinskey will receive full endorsement from the Board.

#### Social Media Crash Course

E. Anderson conducted a short social media overview.

C. Davis reminded the Board that any Board Members on Facebook are now admins to the APA Ohio page.

#### Planners4Health Update

C. Davis reported that the survey is now closed with over 150 responses – 10% being from public health professionals.

C. Davis reported that she is summarizing the data collected and will be gathering the Task Force together in the next few weeks to look at the results and determine next steps.

#### Treasurer's Report

A motion was made by Klavora and seconded by C. Anderson to accept the Treasurer's Report. Motion passes.

A motion was made by Kinskey and seconded by Russell to accept a transfer of \$905.65 from Savings to Checking to cover the recent Board retreat in April.

Ray asked if there are any comments on the draft FY 2018 budget.

Klavora asked for \$1,500 be added to the Awards Committee to cover FAICP nomination fee.

Klavora asked for \$1,500 to be added for the National Reception.

A motion was made by Kinskey and seconded by Reger to accept the draft FY 2018 budget with two (2) amendments. Motion passes.

Ray reported that the investment transfer is complete!

Ray reported that the 2016 OKI Conference still owes APA Ohio almost \$400.00.

Ray reported that the 2016 taxes are in process of being completed, and did receive an extension.

Ray reported that C. Davis is now on all Section bank accounts!

C. Davis reported that there is a \$20,000 surplus to the Planning Webcast Series.

C. Davis reported that her counterpart, Ben Frost, would like to retire from his duties with the Planning Webcast Series. After several asks, no one has stepped forward to replace him. C. Davis reported that she could take over his responsibilities.

Klavora suggested C. Davis put together a proposal to take over Frost's duties.

#### Sponsorship Request Discussion

C. Davis asked to discuss if the Board should have a protocol for when sponsorship requests come through.

It was determined that the Board will look at requests on a case by case basis and will not add a line item to the budget.

#### Intern Discussion

Wenger suggested the Board begin thinking about an intern to specifically help with legislative issues. She said there may be logistical issues to work out, and it would be perhaps helpful to have a faculty member at whatever school they are attending to act as the local advisor.

Ray and Auffrey agree.

#### Executive Director's Report

See Boardbook page 53 for report.

C. Davis briefly reviewed highlights of report.

#### Section Updates

*Akron*

N/A

#### *Cincinnati (E. Anderson)*

- Red Bike tour and happy hour will take place on June 14.
- Planners at the Pitch event will take place sometime in July.
- A welcome event for incoming UC students will take place on August 18.
- The Section is starting to get calls together for the 2018 OKI Conference.

#### *Central Ohio (Amanda Golden)*

- P&Z Workshop took place in May with 185 attendees and over \$7,000 in sponsorships.
- FBCI class June 25-26 at MORPC.
- Tour of LeVeque Tower will take place in July.

#### *Cleveland (Ann Klavora)*

- Annual Boat Cruise held last Friday in conjunction with other design groups.
- NEO P&Z Workshop is today with 100 people in attendance.
- Norm Krumholz birthday party is on June 15 at CSU.
- Happy hour on June 22.

- Second annual We Plan CLE event to take place July 24-28. Theme this year is Act and Inspiring Change.
- September will be the annual welcome ice cream social for CSU students.

*Miami Valley (Tim Davis)*

- Leadership met to discuss planning the December P&Z Workshop.

*Northwest Ohio (Pat Etchie)*

- Section meeting held in March with another coming up to discuss events and P&Z Workshop.

**VI. Other Business**

N/A

**VII. Adjournment**

A motion was made at 1:52 PM by Wenger. Motion passes.