

**DRAFT Minutes**  
**APA-IA Chapter Board Meeting**  
**Friday, January 20, 2023**

**1.0 Call to Order**

President Madeline Sturms called the meeting of the American Planning Association Iowa Chapter to order at 10:00 am during a virtual meeting using Zoom.

**2.0 Roll Call**

Executive Board

*Officers*

+	Madeline Sturms	President
+	Liesl Seabert	Vice President
+	Dylan Mullenix	Past President
	Bill Micheel	Secretary
+	Zach Young	Treasurer

*Professional Development Officer*

	David Wilwerding	
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*Planning Board Member*

+	Trina Flack	
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*University Representatives*

+	Lucie Laurian	University of Iowa
+	Francis Owusu	Iowa State University

*Program Area Chairpersons*

+	Anne Russett	Chapter Development
+	Charlie Cowell	Sponsorship
+	Melissa Tiedemann	Outreach
+	Steven Van Steenhuyse	Legislative & Policy
+	Chris Shires	Recognition / Awards
+	Ben Curtis	Communications
+	Alexsis Fleener	Conference
+	Caleb Knutson	Diversity, Equity, & Inclusion

*Liaisons (non-voting)*

+	Haley Boyd	University of Iowa Graduate
+	Keegan Haines	Iowa State University Undergraduate
	Andre LaFontant	Iowa State University Graduate
+	Bret VandeLune	County Planning / Flood Officials
	Mark Land	Floodplain / Stormwater Management

(13 of 18) - Voting Members Present (notated "+") (10 required to achieve quorum)

**3.0 APA Iowa Membership Forum/Input**

Sturms welcomed everyone and asked if there were any guests to recognize. Sturms welcomed Parker Walsh, Zhi Chen, and Jerry Anthony. Sturms asked if there were comments from the guests. None.

**4.0 Approval of Agenda and Minutes**

#### 4.1 Approval of Agenda for Friday, January 20, 2023

Sturms asked for any amendments to the agenda and a motion for approval of the agenda as amended.

*Motion by Young, seconded by Shires. Unanimous Approval.*

#### 4.2 Approval of the Minutes, as read, from Friday, September 16, 2022

Sturms asked for any amendments to the minutes and a motion for approval of the minutes as amended.

*Motion by Knutson, seconded by Russett. Unanimous Approval.*

### **5.0 Business Item**

#### 5.1 ~~Consideration of 2022 APA-IA Chapter Annual Report~~

Removed from Agenda.

#### 5.2 Consideration of 2023 APA-IA Executive Board Meeting Dates

Sturms introduced the topic and requested feedback on how to handle the call-in option at the proposed two in-person meetings. She recommended providing a call-in but not for attendance purposes. Seabert indicated her support in that format to ensure members across the state have access to the meeting virtually.

Russett inquired how those who had a further distance to travel felt about the required in-person meetings. Van Steenhuyse is supportive of in-person meetings despite the difference. Shires also indicated his support.

Sturms shared that there will be a CM Credit opportunity after the in-person meetings as a lunch and learn but indicated that hybrid meetings are challenging so will move forward with all virtual and all in-person if possible.

Owusu volunteered that they can assist with parking passes if they have the names of attendees beforehand for the meeting in Ames at Iowa State University.

*Motion by Shires, seconded by Seabert. Unanimous Approval.*

### **6.0 Discussion Items**

#### 6.1 Strategic Doing Update

Seabert provided updates on the most recent three Strategic Doing projects. The Budget Audit project group has wrapped up, they implemented an AmazonSmile account (now sunseting), reviewed existing grant funds, and provided recommendations on use of future sponsorships.

The Marketing Project and Career Pathways Project have merged to develop one cohesive message on what a career in planning is and why a person should be interested in becoming a planner. Committee members are presenting to community college lunch and learns, with plans to go into middle school, high school, and community college classrooms.

#### 6.2 APA National All Iowa Reception

Sturms updated that the All-Iowa Reception will be April 2nd in Philadelphia. She is working with a local on suggestions for a location and partnering with the universities. Additional details will be available soon.

## **7.0 Officers Reports**

### **7.1 President (Sturms)**

Sturms stated that she attended the CPC meeting the day prior on reporting requirements, leadership circles, etc. She also applied for another travel grant to attend the National Conference. Sturms attended the initial Upper-Midwest Conference planning committee meeting and met with representatives from Upper Midwest states to determine the strategy moving forward. Sturms announced that the DEI Committee was acknowledged and recognized for their work by the National Committee.

### **7.2 Vice President (Seabert)**

Seabert reminded everyone to fill out the spreadsheet prior to attending the board meeting. Seabert developed and published an interest survey and has received some responses from members looking to be more involved. Seabert made a call for anyone who is interested in speaking to students in a classrooms or lunch and learns at community colleges to reach out. Laurian indicated she was interested.

### **7.3 Immediate Past-President (Mullenix)**

No update.

### **7.4 Secretary (Micheel)**

Micheel was not in attendance but included the attendance document in the meeting packet.

### **7.5 Treasurer (Young)**

Chapter Treasurers Report – *Attachment-*

Young referenced the Treasurer's Report included in the agenda packet and indicated it provided a good picture of the full year. We had a little over \$7,000 net income, primarily due to spending less on the conference than budgeted and bringing in more funds from the conference due to sponsors. Young updated that the public health grant funds can be spend on anything now that we have fulfilled the requirements of the grant.

*Motion to receive and accept the Treasurer's Report by Van Steenhuyse, seconded by Laurian. Unanimous Approval.*

## **8.0 Executive Board Reports**

### **8.1 Professional Development (Wilwerding)**

No report.

### **8.2 Planning Board Member (Flack)**

Flack met with Madeline in December to discuss the role and the development of tools and resources to share with others. Next steps to be determined.

### **8.3 University of Iowa (Laurian)**

Laurian shared that they will participate in University of Iowa Day on the Hill in April. Also shared that they have seen an influx of international students applying to the program.

#### 8.4 Iowa State University (Owusu)

Owusu shared that they are looking for someone to teach courses in real estate and they are also seeing an influx of international students from certain regions.

#### 8.5 Chapter Development Program (Russett)

Russett shared that the Planning on Tap series has been scheduled through the year. Van Steenhuyse planned and hosted the January session. Laurian organized the February session.

#### 8.6 Sponsorship (Cowell)

Cowell updated that sponsorship outreach will be starting soon now that conference planning has kicked off. He polled past sponsors to find out what is working and what is not and has made some minor adjustments based on that feedback. Most sponsorships will be focused on the conference, and he will collaborate with the conference committee before sending that information to sponsors.

#### 8.7 Outreach Program (Tiedemann)

Tiedemann shared that she was in touch with a member who works for HR3 and is interested in partnering on upcoming programming.

#### 8.8 Legislative and Policy Program (Van Steenhuyse)

Van Steenhuyse shared that there will likely be some zoning reform focused grant opportunities coming from the national level soon - "yes in my backyard" grants. He has been participating in monthly virtual meetings with the national legislative liaisons and also participates on a slack channel to keep updated.

The Legislative Committee met with Tom Cope on January 13th to discuss bills of interest at the state level. Senate File 10, the Land Redevelopment Act, has a good opportunity for passage but at the time of the meeting there was no house bill. Senate File 43 is more worrisome as it provides for limitations on building materials, but it is extremely broad. He will continue to monitor.

#### 8.9 Recognition / Awards Program (Shires)

No update.

#### 8.10 Communications Program (Curtis)

Curtis participated in the conference planning committee meeting. He developed the quarterly newsletter with an updated format for the first quarter of the year. The Communications Committee has met and developed a good newsletter template moving forward.

#### 8.11 Conference Program (Fleener)

Fleener shared that they kicked off planning meetings for the conference and have a few new members following the interest form. She is especially excited about the local committee. Fleener reminded everyone that this is the Upper Midwest year, so

developing ways to appeal to the neighboring states (WI and MN). Finally, Fleener will be on parental leave for a few months but back in May.

**8.12 Diversity, Equity, & Inclusion Program (Knutson)**

Knutson shared that they are looking for new members, a few had to step away for a variety of reasons. He and the Committee are excited about the award recognizing their work.

**8.13 University of Iowa Graduate Program (Boyd)**

Boyd shared that five students are planning to attend the national conference and three are submitting posters. The Planning on Tap in February is incorporated into their class.

**8.14 Iowa State University Undergraduate Program (Haines)**

Haines shared that the first club meeting is later today but will find out soon who plans to attend the national conference. He is looking forward to being part of the lunch and learn during the March board meeting.

**8.15 Iowa State University Graduate Program (LaFontant)**

No report.

**8.16 County Planning and Zoning Officials of Iowa (VandeLune)**

VandeLune shared that the stormwater bill is out again this year and one that APA IA can partner on with CoZO.

**8.17 Iowa Floodplain and Stormwater Management Association (Land)**

No report.

**9.0 Other Items Not on the Agenda**

**10.0 Upcoming Board Meetings**

The March meeting is scheduled for March 24 at the Student Innovation Center, Launch Pad Conference Room at Iowa State University. Additional communication on the in-person meeting will be coming soon.

**11.0 Adjournment of the Board Meeting**

*Sturms adjourned the meeting at 10:43 AM.*

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Date: \_\_\_\_\_

Madeline Sturms, AICP  
President

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Liesel Seabert, AICP  
Vice President

Date: \_\_\_\_\_