

DRAFT Minutes
APA-IA Chapter Board Meeting
Friday, March 24, 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 | |
|---|-------------|--|

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 “+”*) (9 required to achieve quorum)

3.0 APA Iowa Membership Forum/Input

Sturms welcomed everyone and asked if there were any guests to recognize. None.

4.0 Approval of Agenda and Minutes

4.1 Approval of Agenda for Friday, May 19, 2023

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

Motion by Curtis, seconded by Micheel. Unanimous Approval.

4.2 Approval of the Minutes, as read, from Friday, March 24, 2023

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 Appointment of Nominating Committee for 2024-2025 Elections

Sturms provided a description of this item and indicated that all the current officers terms are up at the end of this calendar year. The by-laws indicate that we create a nominating committee made up of 3 people: 1 who is an existing board member who is not seeking reelection and two others. Dylan Mullenix is responsible for succession planning as the immediate past president. Sturms proposed to appoint Dylan to lead the Nominating Committee. Mullenix stated that he spoke to Tom and V (co-chair of the DEI Committee) agreed to serve. Sturms indicated that the role of the board is to recruit potential board members and make a recommendation to the board.

Sturms indicated that we will be participating in the consolidated elections. Individuals who are not contacted by the Nominating Committee can still submit their names and position papers for consideration.

Motion by Wilwerding, seconded by Van Steenhuyse. Unanimous Approval.

5.2 Appointment of Lighton Nakidde as Iowa State University Graduate Representative

Sturms stated the ISU has recommended Lighton to fill this role.

Motion by Curtis, seconded by Micheel. Unanimous Approval.

5.3 Appointment of Elizabeth Brackett as University of Iowa Graduate Representative

Sturms stated that the U of I has recommended Elizabeth to fill this role.

Motion by Curtis, seconded by Micheel. Unanimous Approval.

6.0 Discussion Items

6.1 Strategic Doing Update

Van Steenhuyse discussed the subcommittee meeting with a career outreach focus and combined with Melissa's marketing group. Lehman and Van Steenhuyse met with Wartburg College to discuss the Planning Profession.

Micheel provided an update on the progress made by the PEN. Meeting scheduled on April 6th to discuss roles and responsibilities, role as FAICP nominating committee, and recruit additional members.

6.2 APA National All Iowa Reception

Sturms indicated that 48 members of APA-IA are signed up to attend the national conference. The All Iowa reception will be hosted at the City Taproom

7.0 Officers Reports

7.1 President (Sturms)

CPC meetings are coming up with other Chapter Presidents. Agenda includes a pilot program for Administrative Assistants for Chapters with some financial assistance for Chapters to hire an Admin. Also on the agenda are updates for Chapter Performance Criteria. Sturms applied for and received travel assistance to attend the national conference.

7.2 Vice President (Seabert)

Absent.

7.3 Immediate Past-President (Mullenix)

Mullenix has been speaking with members interested in serving the Chapter about options to get involved. At the end of this calendar year, some board member terms will expire and Mullenix has been identifying members who do not want to continue to serve and recruiting members for those positions including those that completed the survey.

7.4 Secretary (Micheel)

Micheel provided a reminder about attendance requirements in the by-laws.

7.5 Treasurer (Young)

Chapter Treasurers Report – *Attachment-*

Sturms referenced the Treasurer's Report and asked for a vote

Motion to receive and accept the Treasurer's Report by Wilwerding, seconded by Micheel. Unanimous Approval.

8.0 Executive Board Reports

8.1 Professional Development (Wilwerding)

Approaching May AICP exam window. The PDO exchange will occur in Philadelphia and will include discussion of the scholarship program for AICP exam fees. The program has shifted to a first come/first served from an allocation to each chapter. Also on the agenda is AICP exam prep and an update to the handbook.

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)

Absent

8.4 Iowa State University (Owusu)

Owusu welcomed the group to ISU and provided an update on the ISU program. ISU is looking to hire a faculty member for the Planning program.

8.5 Chapter Development Program (Russett)

Absent. Sturms mentioned that Russett is preparing the 2024 Planning on Tap schedule and speaker lineup.

8.6 Sponsorship (Cowell)

Absent

8.7 Outreach Program (Tiedemann)

None

8.8 Legislative and Policy Program (Van Steenhuyse)

Van Steenhuyse shared that National has a full-time staffer who is focused on State legislation and hosts discussions with state chapters. Provided an update on the legislative session and the first funnel. Land development trust bill has moved from the Senate to the House and likely will be enacted. Provided update on the Building Materials bill restricting local jurisdictions from enforcing design standards. Update on Stormwater bill which passed out of House subcommittee and on its way to full committee. Van Steenhuyse encouraged members to contact their representatives to oppose the bill, however, it appears likely to pass along with the Building Materials bill.

TIF reform legislation likely forthcoming.

Update on the two property tax bills which would have an impact on city's budgets and ability to conduct quality of life items such as trails, parks, museums, etc. The State would like to take over collection of sales tax which will be more likely to pass in the second year of the general assembly.

Van Steenhuyse added that he has contacted Design Professionals about partnering for Design Day on the Hill and they are going to move forward with hosting their own. There will be no Design Day on the Hill for APA-IA this year, however, there will be one next year and will need a budget to provide breakfast.

8.9 Recognition / Awards Program (Shires)

Absent

8.10 Communications Program (Curtis)

Curtis stated the Communications Committee met to discuss the APA-IA newsletter and is actively recruiting members. The next newsletter will go out in April.

8.11 Conference Program (Fleener)

Sturms stated that the Cedar Falls conference committee is doing a great job and the call for session proposals is out. Update on progressive dinner and emerging professionals event. The National Policy Advisor may present at this conference.

8.12 Diversity, Equity, & Inclusion Program (Knutson)

Knutson shared that they are discussing an equity award and conducting outreach on behalf of the planning profession.

8.13 University of Iowa Graduate Program (Brackett)

Brackett shared that 8 ISU students will be attending the National Conference.

8.14 Iowa State University Undergraduate Program (Haines)

Absent

8.15 Iowa State University Graduate Program (Nakidde)
No report.

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

8.17 Iowa Floodplain and Stormwater Management Association (Land)
Absent

9.0 Other Items Not on the Agenda

10.0 Upcoming Board Meetings

The July meeting is scheduled for July 21 and will be conducted virtually via Zoom.

11.0 Adjournment of the Board Meeting

Sturms adjourned the meeting at 10:47 AM.

Madeline Sturms, AICP
President

Date: _____

Liesel Seabert, AICP
Vice President

Date: _____