

**DRAFT Minutes**  
**APA-IA Chapter Board Meeting**  
**Friday, September 15, 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 at the University of Iowa, University Capital Center

**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*

+	Haifang Quan	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)*

+	Elizabeth Brackett	University of Iowa Graduate
	Tyler Whittaker	Iowa State University Undergraduate
	Lighton Nakidde	Iowa State University Graduate
	Bret VandeLune	County Planning / Flood Officials
+	Steve Cooper	Floodplain / Stormwater Management

(8 of 17) - Voting Members Present (notated "+") (9 required to achieve quorum)

**3.0 APA Iowa Membership Forum/Input**

Sturms welcomed guests and provided an opportunity for several University of Iowa students to introduce themselves.

**4.0 Approval of Agenda and Minutes**

#### 4.1 Approval of Agenda for Friday, September 15, 2023

Sturms indicated that she was given incorrect information from APA National and instead of receiving the election results prior to the September APA-IA Board meeting, APA National will disseminate the election results the week following. As a result, Sturms indicated that the Board needed to remove the agenda item to ratify the election results from the agenda. Sturms asked for any additional amendments to the agenda and a motion for approval of the agenda as amended.

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

#### 4.2 Approval of the Minutes, as read, from Friday, July 21, 2023

Sturms asked for any amendments to the minutes and a motion for approval of the minutes as amended. Seabert requested that all references to her running the meeting in the minutes be replaced with Sturms.

*Motion by Mullenix to approve minutes as amended, seconded by Seabert. Unanimous Approval.*

### **5.0 Business Item**

#### 5.1 Appointment of Haifeng Qian as University of Iowa Representative

Sturms introduced the item and asked Qian to provide some background, tenure, etc. Qian discussed his educational and professional background. Sturms asked for a motion.

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

#### 5.2 2024 Executive Board Meeting Dates and Locations

Seabert introduced the item and opened the floor for discussion about holding in-person meetings. Micheel and Mullenix spoke in support of holding several in-person meetings annually. Russett stated that she liked holding one of the meetings at the annual conference. Sturms recapped the discussion by stating that the dates were acceptable and the Board would hold a minimum of two in-person meetings per year, one at ISU and one at the U of I. Sturms asked for a motion.

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

#### 5.3 Ratification of APA Iowa 2024-2025 Election Results

*Removed from agenda.*

### **6.0 Discussion Items**

#### 6.1 Strategic Plan Update

Sturms introduced the item and provided background. Sturms indicated that the Chapter is required to have a 5-year Strategic Plan and an annual work plan. Sturms indicated that she had reached out to the University of Northern Iowa Institute for Decision Making who offered to facilitate a January 2024 planning session for the Chapter in exchange for three Chapter Only Memberships. Sturms opened the floor for discussion. Knutson spoke in support. Russett asked about location and Sturms replied that the UNI staff indicated that they would be willing to travel. Sturms stated that they would continue to work with UNI staff and more information would be sent to Board members.

## **6.2 Annual Conference Update**

Sturms introduced the item and stated that Fleener is moving out of the state and submitted her resignation as Conference Chairperson. Sturms provided an update on the Chapter Conference including number of registered participants, awards program, mobile workshops, agenda, keynote speakers, sponsorships, etc.

## **7.0 Officers Reports**

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

Sturms reported that APA-IA was selected to host the National Legislative Summit in Des Moines and provided additional planning details.

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

No report

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

Mullenix stated that some Board members would be rolling off the Board leaving a few of the Committee Chair positions open and if anyone is interested in one of these roles to contact him.

Mullenix also stated that the State is considering eliminating the Great Places Program.

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

The attendance record was included in the meeting packet.

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

Chapter Treasurers Report – *Attachment-*

Young referenced the Treasurer's Report. Young stated that the Chapter's Money Market Account has been set up to capture additional interest. Young reported that we have approximately \$15,000 in the Chapter's checking account and approximately \$40,000 in the Chapter's Money Market account.

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

## **8.0 Executive Board Reports**

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

Wilwerding stated that our chapter is getting confirmation when members become full AICP members. Wilwerding also stated that the PD Committee is planning some events at ISU to promote planning.

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

Absent.

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

Qian indicated that they have 17 new planning students, which is an increase from previous years. Qian also stated that the U of I program was ranked #16 in the country.

### **8.4 Iowa State University (Owusu)**

Absent. Sturms indicated that ISU is currently going through their accreditation program.

8.5 Chapter Development Program (Russett)

Russett provided a report on the Planning on Tap series. Russett also provided an overview of upcoming topics for the 2024 Planning on Tap series.

8.6 Sponsorship (Cowell)

Cowell provided an update on sponsorships totaling approximately \$15,000.

8.7 Outreach Program (Tiedemann)

Tiedemann provided an update on the meeting that occurred in August.

8.8 Legislative and Policy Program (Van Steenhuyse)

Van Steenhuyse stated that there will be a legislative session during the conference and mentioned the legislative summit on December 5<sup>th</sup> and 6<sup>th</sup>. Van Steenhuyse also mentioned that he will be flying to Washington DC for the first annual Congressional Fly-in. Van Steenhuyse also highlighted a number of pieces of legislation that will be discussed at the event. Finally, Van Steenhuyse reported that APA-IA has a legislative breakfast scheduled on February 22, 2024 from 7:00AM – 10:00AM and planning for the event is on-going.

8.9 Recognition / Awards Program (Shires)

Absent.

8.10 Communications Program (Curtis)

Absent

8.11 Conference Program (Fleener)

Absent.

8.12 Diversity, Equity, & Inclusion Program (Knutson)

Knutson stated that the Committee has submitted two panels for the National conference and provided some background. Seabert added that the DEI Committee has funded some scholarships for students and has some money available for training.

8.13 University of Iowa Graduate Program (Brackett)

Brackett stated that the U of I is conducting events to encourage new students to get involved in APA.

8.14 Iowa State University Undergraduate Program (Haines)

Absent.

8.15 Iowa State University Graduate Program (Nakidde)

Absent.

8.16 County Planning and Zoning Officials of Iowa (VandeLune)

Absent.

8.17 Iowa Floodplain and Stormwater Management Association (Cooper)

No report.

**9.0 Other Items Not on the Agenda**

None.

**10.0 Upcoming Board Meetings**

The September meeting is scheduled for November 17 and will be conducted virtually via Zoom

**11.0 Adjournment of the Board Meeting**

*Sturms adjourned the meeting.*

\_\_\_\_\_  
Madeline Sturms, AICP  
President

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

\_\_\_\_\_  
Liesel Seabert, AICP  
Vice President

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