

**Minutes**  
**APA-IA Chapter Board Meeting**  
**January 19, 2018**

**1. Call to Order**

President Dylan Mullenix called the meeting of the American Planning Association at 10:04 am following a recognition of a quorum at Iowa State University, College of Design, Ames, IA.

**2. Roll Call**

Present (13) – Mullenix, Sturms, Coenen, Filippini, Lynch, Cowell, Champ, Shires, Perkins, Williams, Holz, Tiedemann, Connerly

Absent (11)- Wilwerding, Tallman, Owusu, Schoon, Brown, McClanahan, Hanson, Van Steenhuyse, VaneLune, Bradley, Janson

**3. Introduction and Welcoming of Any Guests/Others**

Guests in attendance: Clint Sloss, Shannon Gapp

**4. Approval of Agenda and Minutes**

4.1 Approval of Agenda for Friday, January 19, 2018. *Motion by Champ, seconded by Shires. Unanimous Approval.*

4.2 Approval of the Minutes from Friday, November 17, 2017. *Motion by Champ, seconded by Lynch. Unanimous Approval.*

**5. APA Iowa Membership Forum/Input**

None.

**6. Business Items**

6.1 Appoint Chapter Development Chair, Communication Co-Chair (social media), and Awards Co-Chair

*Motion by Champ, seconded by Lynch to appoint Chris Janson as Chapter Development Chair, Shannon Gapp as Communications Co-Chair (social media), and Emily Bothell Awards Co-Chair. Unanimous Approval.*

6.2 Chapter only membership for APA Upper Midwest Conference registrants

Discussion to offer Iowa APA membership to non-APA members who paid full conference registration to the 2017 Iowa APA Conference. *Motion by Lynch, seconded by Shires to approve the legislative agenda with amendments. Unanimous Approval.*

**7. Discussion Items**

7.1. 2018 Iowa APA Conference (Council Bluffs)

Local committee being assembled. Monthly conference calls with the organizing committee to start shortly. Discussion of inviting the Nebraska Chapter to participate in the conference.

7.2 Electronic Filing of Plats Work Group – Iowa Land Records

Discussion of electronic filing of plat and land survey records and setting up a working group of planners to resolve issues around electronic filing in the State of Iowa. Participants are welcome to volunteer for the working group as interested.

- 7.3 Design Professional's Day at the Iowa State Capitol on February 27, 2018  
Discussion of upcoming Day at the Iowa State Capitol event. Need to identify issues the Iowa APA Chapter members need to convey to the legislature. Let Dylan and Steve know if you're interested in participating. Volunteers: Mullenix, Van Steenhuyse, Holz.

## **8. Officers Reports**

- 8.1 President (Mullenix) Survey results for volunteers were positive. Most interest from members is to participate on committees. Executive Board plans to meet on off-months to focus on chapter business. Working on securing a location for the NOLA APA National Conference reception.

Motion by Holz, second by Shires to affirm financial authorization for Mullenix and Coenen.

Nebraska awards

- 8.2 Vice President (Sturms) No update.
- 8.3 Immediate Past-President (Champ) First meeting with the new phone. Transition to the new board is going well.
- 8.4 Secretary (Filippini)  
8.4.1 Membership Update – attached to agenda. Noted membership update.
- 8.5 Treasurer (Coenen)  
8.5.1 Chapter Treasurer's Report – attached to agenda. Wrapping up conference payments. *Chapter Treasurer's Report was accepted- motion by Sturms, seconded by Champ. Unanimous approval.*

## **9.0 Executive Board Reports**

- 9.1 Professional Development Officer (Wilwerding) Five members took the AICP Exam in the fall and all passed.
- 9.2 Planning Board Member (Tallman) None.
- 9.3 University of Iowa (Connerly) Class is back in session. Going through review of curriculum. 2019 accreditation review.
- 9.4 Iowa State University (Owusu) None.
- 9.5 At-Large Representative (Lynch/Schoon/Holz) No report.
- 9.6 Chapter Development Program (Janson) No report.

- 9.7 Professional Development (Shires) Share with him lunch and learn ideas. Working to coordinate March meeting location in Cedar Rapids.
- 9.8 Outreach/Advocacy Program (Brown/Tiedemann) No Report.
- 9.9 Legislative and Policy Program (Van Steenhuyse) No Report.
- 9.10 Recognition/Awards Program (Cowell/Bothell) December, award presented in Anamosa for Planning Advocate Award to Andy Mckean.
- 9.11 Public Relations/Communication Program (Perkins/Gapp) Year-end statistics on the website were discussed. Mobile traffic continues to grow and is now up to 1/4 of all viewers. APA National will have an upcoming opportunity to host chapter websites.
- 9.12 University of Iowa Graduate Program (McClanahan) No report.
- 9.13 Iowa State University Undergraduate Program (Williams) Club looking at local projects: complete street, linking students and the city, events. Students loved the Better Blocks speaker at the Iowa Conference
- 9.14 Iowa State University Graduate Program (Bradley) No report.
- 9.15 County Planning and Zoning Officials of Iowa (VandeLune) No report
- 9.16 Iowa Floodplain and Stormwater Management Association (Hanson) No report.

**10.0 Other Items Not on the Agenda**

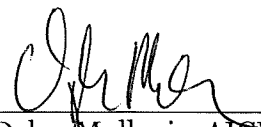
Amber Lynch asked if one-year members are asked at the end of the year to renew. Currently we do not but was thought to be a good idea to follow up.

**11.0 Upcoming Board Meetings**

The March meeting is scheduled to be in Cedar Rapids on the 16<sup>th</sup> at 10 a.m.

**12.0 Adjournment of Board Meeting**

*Motion by Champ seconded by Holz to adjourn.* Meeting adjourned at 10:53 a.m.

  
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 Dylan Mullenix, AICP  
 President

Date: 3-17-18

  
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 Madeline Sturms, AICP  
 Vice President

Date: 3-17-18