

**Minutes**  
**APA-IA Chapter Board Meeting**  
**July 21, 2017**

**1. Call to Order**

V. President Naomi Hamlett called the meeting of the American Planning Association at 10:00 am following a recognition of a quorum at City of Carroll, 112 East 5<sup>th</sup> Street, Carroll, IA.

**2. Roll Call**

Present (15) – Hamlett, Brown, Shires, Wilwerding, Mullenix, Lynch, Ditzler, Champ, Owusu, Chambers, Cowell, Tiedemann, Russell, Sturms

Absent (7)- Wanderscheid, Tallman, Connerly, Schoon, Scott, Berzina, Perkins

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

Guests in attendance: Tony Fillipini, Alexis Fleener, John Peterson, Jim Holz

**4. Approval of Agenda and Minutes**

a. Approval of Agenda for Friday, July 21, 2017

***Motion by Lynch to approve the agenda; second by Mullenix***

Approved.

b. Approval of Minutes from Friday, March 24, 2017

Minutes were mistakenly left out of agenda packet. This item was postponed to next meeting.

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

None.

**6. Business Items**

**6.1 Consideration of 2017 Budget**

It continues to be worked on. Discussion on timing of when it had to be adopted.

Continue onto next meeting.

**6.2 Board Appointments**

Discussion on appointment/reappointment. Owusu and Mullenix were recommended for reappointment. Jim Holz recommended to fill Cory Scott's At-Large expired term. Effective immediately.

***Motion by Brown, seconded by Shires to reappoint Owusu and Mullenix in current roles and Holz to fill the open At-Large position.*** Approved.

**6.3 Consideration of partnership with ICREA on form based code speaker (9/27/2017)**

Hamlett presented information on the proposal. The workshop would be similar to the "Tomorrow's Economy" workshop from 2016. The total cost is \$3,500. The Des Moines MPO is in for \$1,500. Registration fees should cover some of the cost, if not the

remainder. Hamlett suggested that Iowa APA offer \$500 for the session, only if needed to cover the total cost of the workshop.

***Motion by Mulleniz, seconded by Shires to approve contributing \$500 to the form based codes workshop, if needed.*** Approved.

6.4 Consideration of 2017 Budget.

Champ requested committee funding needs. Mullenix suggested travel reimbursement for activities and training beyond President and Legislative Committee Chair.

Discussion of percentage based dues- in effect in October.

7. **Discussion Items**

7.1. 2017 APA Upper Midwest Conference (Dubuque)

Discussion of schedule. Discussion of registration process. Discussion of keynote speaker Bob Blanchard & invites for presentation in lieu of payment to keynote. Discussion of sponsorships. Discussion of MSA After-reception party & “Diamond” sponsorship level. Discussion of Awards Ceremony and nomination packets being sent you.

7.2 2017 Elections

Four candidates for the positions: President- Mullenix, Vice President- Sturms, Treasurer- Wanderscheid, Secretary- Phillipini

Discussion of the need for a nominating committee.

7.3 Planners 4 Health

Peterson gave an update on the project. Formal work will be done by the end of July with the project complete by September. Lynch stated that there is a desire to keep relationship building between planners & public health officials and having a standing track at the conference annually.

Discussion on whether the IA-APA membership is interesting in continuing to pursue.

8. **Officers Reports**

8.1 President (Done by Champ & Hamlett)

Noted upcoming policy and advocacy meetings in D.C.

Discussion of nominating committee consisting of Champ, Hamlett and Chambers who discussed the elections since there was no board meeting in May.

***Motion by Shires, seconded by Lynch to recognize Champ, Hamlett, and Chambers as nominating committee.*** Approved.

8.2 Vice President (Hamlett) None.

8.3 Immediate Past-President (Russell) None.

- 8.4 Secretary (Chambers)  
Chambers noted membership report in agenda.
- 8.5 Treasurer (Wanderscheid)  
Discussion of Ohio APA payment for webcast. Discussion of more promotion of that benefit for members.  
8.5.1 Chapter Treasurer's Report – attached to agenda

***Chapter Treasurer's Report was accepted- motion by Mullenix, seconded by Wilwerding.***

## **9.0 Executive Board Reports**

- 9.1 Professional Development Officer (Wilwerding)  
Attended PDO exchange in New York. Discussion of AICP candidate program. CM Education Provider Review- we will get reviewed.  
  
May 2017 exam- 65% pass rate at national level. No word on State results. All CM requirements met by membership.
- 9.2 Planning Board Member (Tallman) None.
- 9.3 University of Iowa (Connerly) None.
- 9.4 Iowa State University (Owusu) Reported on memorial service for Riad Mahayni. Reported on new approach to studio.
- 9.5 At-Large Representative (Lynch/Schoon/Scott)  
Lynch reported on IA Chap Delegate role at NPC. Process changed this year. Discussion on trip costs. Discussion on delegate travel expenses.
- 9.6 Chapter Development Program (Sturms) None.
- 9.7 Professional Development (Shires)  
Reported on Sept & Nov lunch and learns.
- 9.8 Outreach/Advocacy Program (Brown/Tiedemann) Tiedemann reported on Marion and CR organizing a corridor planner event. Brown reported on Omaha metro networking.
- 9.9 Legislative and Policy Program (Mullenix)  
Discussion of Policy and Advocacy Conference. Discussion on award for a legislator.
- 9.10 Recognition/Awards Program (Berzina & Cowell)  
Cowell reported on the Planning Advocate Category changes for the awards. The awards nominations will be due August 15<sup>th</sup>.
- 9.11 Public Relations/Communication Program (Perkins/ Ditzler)  
Ditzler reported that the main upcoming goals are to help with awards and conference goals

- 9.12 University of Iowa Graduate Program (Fieser) None.
- 9.13 Iowa State University Undergraduate Program (Joens) None.
- 9.14 Iowa State University Graduate Program None.
- 9.15 County Planning and Zoning Officials of Iowa (VandeLune)
- 9.16 Iowa Floodplain and Stormwater Management Association (Hanson) None.


**10.0 Other Items Not on the Agenda**

**11.0 Upcoming Board Meetings**

The September Meeting is scheduled to be in Iowa City.

**12.0 Adjournment of Board Meeting**

*Motion by Wilwerding, seconded by Lynch to adjourn.* Meeting adjourned at 11:54 a.m.

  
\_\_\_\_\_  
J. Benjamin Champ, AICP, EDEP, ASLA  
President

Date: 11.17.17

  
\_\_\_\_\_  
Naomi Hamlett, AICP  
Vice President

Date: 11-17-17