



Executive Committee Summer Meeting
July 26, 2013 – 11:00 a.m. to 2:00 p.m.
Conference Call-In No. 800-747-5150
Access Code 8509046

A. Call to Order and Roll Call: *Renae' Ollie, MCP: 11:02*

Present: Renae' Ollie, David Hoover, Mike McAnelly, Vero Soto, Lindsey Guindi, Wendy Shabay, Abra Nusser, Craig Farmer, Heather Nick, Richard Luedke, and Barbara Holly

B. President's Remarks: *Renae' Ollie, MCP*

1. Welcome and Introduction:

C. Secretary's Report: *Barbara Holly, AICP*

1. Draft Minutes for May 17, 2013 Board Meeting (to be approved at Fall Board Meeting) need to distribute to Mike and Renea'.

D. Treasurer's Report: *Lindsey Guindi, AICP: Made final section disbursements two weeks ago. Caught up on funding. The balance is just over \$16,000. Need to be mindful of the balance until the first round of registration fees come in. She has no budget recommendations at this time. Mike: The quarterly dues rebate of about \$9,000 dollars is coming soon, and that will boost our balance to be in good shape to do advance conference expenses.*

1. 2013-2014 Budget Status Report
2. Status of Chapter Bank Accounts
3. Status of Section Disbursements

E. Chapter Officers Election Nominating Committee: *Wendy Shabay, AICP*

Committee has met and has a full slate to bring before the board today. We need one more position. Slate of officers is President: Lee Battles, Kim Michelson; TML: Chance Sparks, Charles Lee (Wiley); Secretary: Brooks Wilson, Barbara will not be running again due to retirement; Treasurer: Angela Martinez, Sharon LaCombe Goodpaster. She's with URS. That is the slate of officers. David: What about Sherry Sefko for Secretary? Let's powwow and get it back to the Board. Mike: five days after this meeting, the secretary notifies the membership of the nominees and allows petition candidates, so this needs to be resolved within five days of today. Heather will need to send out a campaign message and then ballots go out 14 days after that. It will give candidates about four weeks to prepare and will come from Barbara as Chapter Secretary. National will assist us with doing the ballot. Lynn Jorgenson will get out the ballot and position statement to all members. The Chapter will receive the ballots and the nominating committee will be the tabulator of the results. Heather recommended putting the position statements on line which met with favorable responses from the group.

F. Chapter Nominating Committee for 2014 AICP Class of Fellows: *Craig Farmer, FAICP*

Applications due 11/5/13. It's a lot of work. Mike provided a list of 15 year plus AICP professionals. We notify past applicants that they can apply again. Three are interested. Bill Dahlstrom, and two others want to go again. Rick Mobley is in the self nomination category. We had one or two on the cusp. Wanted to send in six or eight, and narrowed it down to nine. Three legacies, and five others,

David Hoover, Patti Knudson, Jim Fairjohn, Phyllis Jarrell, and John Lettelier. Sent out an e-mail yesterday. Need confirmation by July 31st.

G. Action Plan Progress Reports: *The Action Plan includes the following five major categories:*

1. **Chapter Conferences:** *David Hoover, AICP 2013 Galveston -- Status Report for Conference: Planning Committee meeting frequently. Have over 100 sessions submitted, so we've added two more tracks for nine tracks total. Jennifer Crowley will be put on the young planners' track. We've got a session full of political people which will be great. Opening reception at the hotel will be through Landry's. There will be one bill at the end of the day which should be convenient. Thursday will be at the Pleasure Pier. The committee is doing a great job. Mike: Two major sponsorships. F&N \$2,500, Masonry Council: \$2,500. Possibly a third one (Knudson and Assoc). We're starting to get sponsorship support.*
 - 2014 Frisco – *Status Report for Conference Planning - David: Having first get together meeting on 8/8/13. They have good interest. Had a walk-through of the hotel. Great facility; should be a great time.*
 - 2015 Central Texas -- *Discuss Implementation of 3-Year Cycle for Conference Location Rotation - David: Regions get to compete against each other. Compiling a list of CVBs. Would like to treat this like a RFP. Mike's getting calls from hotels interested in bidding. Think through marrying a flag and implications for future competitiveness. We'll be creating a list of standard needs. Abra needs the session listing for CM credits. David cautioned that it's not yet culled down.*

2. **Professional Development/Certification Maintenance:** *Richard Luedke, AICP*

- *AICP Exam Results and Pass Rate: May AICP exam had a low turnout. 26 took the exam and only 10 passed which is a 38% pass rate. In November of 2010, there was a 65% pass rate which was the same as the national pass rate. Workshop is pretty heavily attended in the Metroplex. Abra, Mark and I do a 4 hour session that is well received. Houston and Central Texas are underrepresented, so we're thinking of taking it on the road. May need workshops in the southern part of the state. He wants to geocode those that did not pass. He will e-mail the list of the ten who passed, and recommends congratulating those who passed and put it on our website. Abra: CD's will not be eligible for CM credit after December. Mike and Craig did a couple of sections in Houston (Ethics) that they got CM approval for and did the same in Lubbock. One is scheduled for SA in August. Kim will do a session on law. Abra: Sherry from University Park and John have asked her to be a moderator, and there may be CM credits for that.*
- *Upcoming AICP Exam Preparation Workshop at Galveston Conference*

3. **Communications and Outreach:** *Heather Nick*

- *Report on Web Site, Campaign Messaging and other communications activities. There are issues with our website. Job requests were going directly to the website and that was crashing our website. She's fixed that by being the one to post. Mike and Heather are working on the payment gateway. The story rotator is working pretty well, and images make it easier on her. She has updates to the conference page, and more links for every aspect. She'll link the preliminary program. Facebook drive is underway to get more fans. We just passed 372 fans. We got three likes today. Trying to make it more interactive. She's also added more direct feeds from related website. We're directly feeding news articles to Facebook. She wants to contact our partner organizations to post some of our Facebook posts on their pages and could drive up membership that way.*

Legislative Activity: *Craig Farmer, FAICP for John Lettelleir, AICP*

- Report on Texas 83rd Legislative Session
- APA Affiliate Concurrent Session at 2013 TML Conference Austin
Mike: Craig and John compiled a report and it will be presented at the conference. TML is a week after ours and they will be presenting the same session at their

4. Partnership Activity: *Renae' Ollie and Veronica Soto, AICP*

Webinar for September. Will promote through the website and Facebook. Wants universities to be more engaged as well.

H. Planning Awards Program: *Cameron has not joined us*

1. Progress on Planning Awards Program for 2013 – *Cameron Walker, AICP*
2. Planning Excellence Recognition Program – *Mike McAnelly FAICP*
Mike: July 30th is the deadline for nominations. Awards program going well. Awards committee meeting in Leakey. It's all arranged. Each section sends a representative. Wendy brought forward an anonymous complaint about the location. David remembers when it used to travel around the state. It settled in Leakey because it's centrally located.

I. Chapter Historian's Report: *David Gattis, FAICP*

1. Request Additional Funds for Internship
David is not on. Mike: When the board met, an intern was funded to work with him at a cost of \$1,250 which proved to be a misunderstanding. The amount that UT Arlington needs to support that position would be \$3,120 in total, so we need an additional \$1,870 dollars. This equates to \$12.00 per hour for 20 hours of work over a semester. Kim also asked for help on the Guide. Could we use the same internship to do both jobs? Does the EC want to make that change? Wendy: David knows the budget is tight so if the funds aren't available, he said he'd make it work. David: Could this be a PhD dissertation? Could this be a \$2,500 scholarship instead? Mike will see if that is feasible. Wants to defer until Lindsay is back but the question about the PhD is a good one.

J. Future Meetings: *Renae' Ollie, MCP*

1. APA Texas Chapter Conferences:
 - APA Texas Galveston Conference, October 2-5, 2013
 - APA Texas Frisco Conference, October 15-18, 2014
2. APA Texas Board of Directors and Executive Committee Meetings:
 - Board of Directors Fall Meeting, Galveston, Wednesday, October 2, 2013
 - Executive Committee Winter Conference Call Meeting, Friday, January 24, 2014
 - Board of Directors Spring Meeting, Frisco, Friday, May 2, 2014
 - Executive Committee Summer Conference Call Meeting, Friday, July 26, 2014
3. APA National Planning Conferences:
 - 2014 Atlanta, April 26-30, 2014
 - 2015 Seattle, April 18-22, 2015
 - 2016 Phoenix
 - 2017 New York
 - 2018 Miami Beach
 - 2019 San Francisco
 - 2020 National Planning Conference, HOUSTON, April 18-22, 2020**
 - 2021 Boston

Can we move out the Board of Directors meeting? It's conflicting with a late national conference. Mike: Could do the 4th or the 11th or April. Wendy would like to see 4/4/14. Whether it will be a conference call or face to face is undecided. Wendy would like to see a face to face. Mike will get it changed to 4/4/14.

K. **Other New Business**

L. **Adjourn**

M. **12:18**