



NNECAPA Executive Committee Meeting Minutes
Wednesday February 22, 2017 (Conference Call)
4:00 p.m. – 4:30 p.m.

Sarah Marchant, Rita Seto, Brandy Saxton, Elizabeth Wood, Anna Breinich and Carol Eyerman (no quorum)

1. Call to Order (Sarah) – 4:10 pm

Introductions

2. Minutes

Jan. 13, 2017 meeting – no revisions or comments. Tabled for next meeting for approval.

3. Chapter Elections

Rita and Sandrine submitted Elections checklist to APA. The call for nominations start Mar. 15. We'll wait for APA to send call out and NNECAPA will send reminder to listserv. Anna noted that Region 1 APA seat is open and accepting nominations now – we should promote it on listserv too.

4. New Ruralism Update – Sarah reported the group found an interested rep from NH to go to APA conference to speak about New Ruralism (Joanne Carr). Funds will support her attending conference.

5. Planners4Health Update – Sarah hasn't emailed Jim Tasse for update – tabled to next meeting. Project will provide health assessment and has lined up projects for involving kids. Grant funds have been transferred to project. Jim looking for extra support from Vermont (a couple of interested transportation planners from VT and NH to assist). Sarah will ask Ben to send email blast to listserv for interested transportation planners to contact Jim. Brandy will help facilitate that. Rita reported side note she reached out to Jim for possible 2017 NNECAPA session speaker in case Brandy runs into that in her correspondence.

6. NNECAPA 2017 Update

Brandy – planning committee moving forward. Expect a draft schedule shortly (3 tracks: food systems, public engagement and new technology). The planning committee started reaching out to potential sponsors and speakers. By the end of March, group should have materials set. Planning is on schedule. Brandy has been emailing Ben and Sarah Hadd on website access.

7. Awards

A reminder to Exec Committee: don't forget to schedule call for awards for NNECAPA conference (send to State Directors).

8. Strategic Plan

a. Communications Committee – status update – none

b. Bylaw Review Committee – completed

c. Retiring/Emeritus Planners – status update – Sharon, Ben and Anna have been looking into an online application form to put on NNECAPA website. Sharon and Anna are looking at criteria to put on application. They need to coordinate outreach to state associations and Yankee Planner for deadline. They need to finalize resolution certificate language and will have conference call next month.

d. Section vs. Chapter discussion – Retreat on April 7th. Sandrine working on retreat details (Sarah and Sandrine are coordinating with each state director for which 2 people they're interested in sending to retreat – Highland Center capacity is limited). If you hear anyone who wants to be included and feels left out, please send to Sarah. Brandy asked any progress on questionnaire so state associations can turn that around quick? Sarah will touch base with Sandrine next week. Anna will work with Sandrine on agenda items.

e. Annual Evaluation – what we have accomplished & next priorities. Sarah started working on it but will get complete list to group soon. We've accomplished a lot this year but primary focus this year will be on structure organization. Sarah will send summary out to group via email.

9. Treasurer's Report – as per Jim's email (tabled until his return/next call)

- a. Taxes
- b. Budget
- c. audit

10. Roundtable/Officer Updates

- Brandy – reported feedback on AICP member's certification that lapsed during employment recession and are inquiring about reinstatement amnesty. APA is trying to increase AICP members. Can NNECAPA advocate / expand amnesty program from 2010-2012 period to 2007-2012? Sarah can forward this to leadership but is asking is there a specific timeframe range those members are looking for? Going back from 2010-2012 would be very hard. Anna reported that this would be the second amnesty request. The first came after recession (unemployed planners). We should also ask – how many are still out there lapsed since 2007, if not that many, then maybe leadership more willing to open it up. Brandy forwarded question to leadership – how many people did you lose during this period and would you consider reopening to regain X amount of people?
- Carol wanted to inquire about the \$2000 grant. Ben hasn't responded but it hasn't been sent out yet. He has the final document and cc'd everyone. Sarah will touch base with Ben and help him distribute if needed.

11. Other Business – student survey

12. Next Meeting date –

- Need another email conversation – pay attention to upcoming emails to address agenda topics not resolved.
- April 7-8 retreat (starts Friday noon to Saturday noon)

13. Future Discussion Items:

14. Adjourn

4:40PM

*Respectfully Submitted by
Rita Seto, NNECAPA Secretary*