

**MAP Board of Directors**  
**01/12/24**  
**Minutes**

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**Attending**



**1. Welcome – New Board Members**

Amanda Bunker, Jim Fisher, Natasha Kypfer, Erica Bufkins, Joan Walton, Erin Zwirko, Matt Panfil, Stacy Benjamin, Lynne Seeley, Averil Varney, Raegan Young, Jennifer King, Shelly Norton

**2. Approval of minutes - Tabled for later vote**

- a) [November Board Meeting](#) (11/03/23)
- b) [Annual Meeting](#) (11/17/03)

**3. Business**

**a) LPC Update - Shelley (Shelley and Ely are co-chairs)**

- Described the function of the LPC, legislative process, etc.
- 2024 is a short year. Carry-overs and emergency legislation - many carry-overs from last year
- Public hearings were held in the fall
- Matt Drost was providing staff support. He is starting under contract now.
- Discontinued the tracking spreadsheet, but parsed out work to members.
- Board is asked to weigh in when the LPC is not unanimous

**b) LPC/Membership Meeting**

- [LPC / MAP Annual Meeting](#) proposed for Thursday, February 1 at Noon on Zoom
- Legislative Training Session - Friday, February 2 at noon

**c) Annual Meeting recap**

- Budget has been shared
- How did the hybrid meeting format work?
  - Subsite approach went well in the various locations
  - Breakout sessions worked well
  - Minutes include summaries from all of the sites
  - Survey results were shared during the meeting and with the new board
    - Would like to see more responses from the new planners
    - Can post survey findings for membership on the website

**d) Spring conference - Erin**

- Sent a recruitment email - still looking for members of the conference Committee
- Time: May or June

- Location:
  - Past Locations: Boothbay Harbor, Topsham, Freeport, Portland, Augusta, Belfast, Bar Harbor

#### **MAP Awards chair/committee**

- Minimum of three people
- Volunteers: Matt Williams, Joan Walton, (Stacy will help with plaques if ordered in Brewer)
- Jim will prepare a Standard Operating Procedure

#### **Membership “drive”, Feb-May** Jim Fisher and Lynne Seeley

- Communication, collaboration – Regional Planning Orgs, State, other Non-Profits
- Lapsed Members
- New Planners
  - Informants
  - Public announcements
  - People joining the listserv

#### **Collaboration/Communication with Growsmart, Build Maine\***

- Overlapping memberships
- Want to find a middle path, working together when productive while sticking with our priorities
- More coordination with Regional Councils / Planning Organizations
  - Planner education
  - Legislation and Policy
  - Joan manages MPAP contracts with the regional councils

#### **Insurance for MAP events\***

- Don't know if we need insurance for events
- May be covered under NNECAPA or APA - need to check with the treasurer

#### **Budget:** long(er)-term evaluation of income/expenses

- MAP looks stable right now
- Longer-term discussion will be planned

#### **Google for Nonprofits**

- Appears to be working in most respects
- Google Drive has a lot of space
- MAP Files were placed on the Google Drive - but the files are only available to people with a NNECAPA Accounts. Averil will assist Amanda in sorting out this access problem.

#### **NNECAPA Conference 2024 – Vermont**

- Committee - Erica Bufkins, Erin Zwirko
- Annual meeting will be at the Stowe Flake Resort in Stowe, VT

#### **NNECAPA Conference 2025 – Maine**

- Committee - Erica Bufkins, Erin Zwirko
- 2025 Early November at the Holiday Inn by the Bay in Portland
- Looking for conference planning committee members
- The process is streamlined now with support from Events Your Way - Nancy Kilbride

**Membership Secretary** (Jim Fisher)

- Membership attrition: 16 people in December and 22 people in October.
- Some may have been re-assigned based on employer renewal
- Jim - will send reminders to the lapsed members
- Amanda recommends sending general reminders as well

**Treasurer** (Stacy Benjamin)

- \$26,626.49 In the Bank
- \$ 477.00 from NNECAPA

**Communications** - Lynne Seeley

- Would like headshots of new board members

**Networking/social events, Roundtable sessions**

- Averil volunteered to help with this - held one meeting in Belfast
- Should MAP organize events - may be most practical to host these regionally

**MAP Board Meeting Spring Schedule** (Fridays, 12:00pm-1:30pm)

- February 9th
- March 8th – Need to reschedule
- April 12th
- May 10th
- June 14th

**Adjourned at 1:30 pm (approximately)**