

MAP Board 07/24/20

July 24, 2020 - 9:30-11:00

Agenda

Attending: Samantha Horn, Jim Fisher, Lane Lafleur, Jared Woolson, Carl Eppich, Stacie Beyer, Amanda Bunker, Mark Lapping, Carol Eyerman

Welcome and check-in Samantha Horn

MAP Planning Guide - Jared Woolston

Introduction: Jared - would like to create a guide document or website that will serve as a resource for planners in Maine.

Recommendations:

- 1) Put a purpose statement at the beginning - What is this purpose of the guide
- 2) Identify the target audience - citizen planners, professional planners, advocates
- 3) Format
 - a) Printable document
 - b) Hyperlinked website
 - c) Notes - or short, very specific documents with technical details (2 - 3 page)
 - d) MAP Newsletter articles - become notes and part of the guide
- 4) Balance the creation of original content with curating existing websites
 - a) Summary document
 - b) Links to original documents
 - c) Specific content for Maine
 - d) Targeted to professional planners
 - e) Begin with things that have already been written
 - f) Caution about legal area/liability/misinformation/copyright
- 5) Engaging peer review - how are articles curated?
 - a) The guide is not part of the LPC Charge. This might need a new committee - perhaps with a lot of overlap in membership. Jared indicated that the LPC will be busy during the legislative year. Will need more members to manage legislation and the guide book.
 - b) Peer group from outside the organization - perhaps a MAP member that is not a member of the LPC or board of directors. Avoid conflict of interest.
- 6) Samantha Summary
 - a) Web Format
 - b) See what is available on NNECAPA site
 - c) Design needed - what gets independent review
 - d) Details to be worked out
 - e) Viable and worthwhile effort
 - f) Steering committee - willing volunteers
 - g) Peer Review Committee - third party groups

- h) Board - final approval
- 7) Jane moves to authorize the working group to continue this project. Mark seconds. The group supported the motion without dissent.

Officer reports

President Samantha Horn - No report. Will send an email.

Vice President Lynne Seeley - No report.

Treasurer Jane Lafleur

Documents sent earlier

MAP is solvent.

Question: Will MAP still need conference sponsorship for professional development?

- Dues are below projections
- Sponsorships are \$0
- Spending - has dropped too
 - No conference
 - Caitlyn is volunteering her time
- Fall Conference - NNECAPA will be virtual

Membership Secretary Jim Fisher

- Jim - Need to send out a recruitment letter
- Board recommends postponing general recruitment to September. Jim should work with Lynn on the recruitment document.
- Amanda - APA has improved their process to facilitate chapter only membership - will be on the website soon.

Section Representative - Amanda Bunker

- Updates from monthly NNECAPA conference calls
- NNECAPA financial status
 - Effort to recruit sustaining partners - did not yield
 - Have lined up sponsors for NNECAPA virtual conference
- Vermont has been promoting more online webinars
- Tax deductible contributions to MAP? Does not look like they can do this.
- Letter to Susan Collins - thanks for signing off.
- Yankee Planner to be published in August - Jeff Levine ed.
- Virtual Conference - end of September

Committee reports

Conference Planning (Professional development) - Amanda Bunker

- Have not been working on a MAP conference
- Professional development - Jim and Lynn are forwarding announcements
- Question - should we be doing any MAP professional development

- MAP Bylaws do not allow remote voting for membership - might have a quick meeting for a minimal quorum. Would want to have a bylaw revision to allow for remote voting in the future.
- May want to consider a law webinar in the November-December slot.

Awards Jim Fisher

- Nominations for Project and Citizen - likely to award
- Two nominations for for plan of the year - Amanda Bunker will work with Jim on review
- Jim will collect the MAP bowl this weekend in Portland

Communications Lynne Seeley

- Caitlyn is still willing to help - work on Front Page - will need articles
- Will look on the list serve for topics

Legislative and Policy Jared Woolston - No report

Nominations Carol Eyerman

- Need to review the bylaws
- Have not received any nominations

6. Next meeting date(s) – September 11, 2020 Zoom

7. Adjourned at 11:03 AM