

**NNECAPA/State Associations Business Meeting  
Wednesday, October 1, 8:30 – 9:30am,  
NNECAPA Conference**

Virtual Meeting Zoom:

<https://zoom.us/j/99846890529>

Phone Number: +1 312 626 6799

Meeting ID: 998 4689 0529

One tap mobile: +13126266799, 99846890529#

**AGENDA**

**I. Welcome, Call to Order & Introductions of Board Members and Nancy Kilbride**

8.30am Sarah welcomed everyone to the business meeting and thanked Executive Committee members and Nancy on the efforts we have worked on during this year's transition. Sarah reviewed agenda for this morning. 70 participants

**II. Action on Minutes from November 15, 2019 (Bretton Woods, NH)**

Kerrie Diers motioned to accept minutes as presented. Chris Parker 2<sup>nd</sup>. 45 members voted to approve.

**III. APA Update**

**a. CM Credit Changes (Law, Ethics, Equity and Topical)**

Sarah updated that going to effect Jan 1, 2021, instead of 1.5 law and ethics, it will be required to have 1 of each of the following: law, ethics, ethics equity (new) and 1 targeted topic (currently proposed Climate). Check out APA AICP webpage for further information. There will be a total of 4 credits required during your reporting period. NNECAPA will commit to offering these credits every year and have CM opportunities available.

**b. FAICP nominations for 2022**

Sarah reminded folks nominations are open for 2022 – there are a few folks who are eligible to apply.

**IV. APA Advocacy and State Legislative Policy**

Sarah reported that the conference happened last week virtually. What was nice was that it was open to everyone and felt it was more accessible. Legislative reps were able to chat with the Congressional delegation and staffers over telephone. NNECAPA is lucky in that VT, NH, ME are aligned with the Congressional delegation's current policy views, and we discussed how we could continue supporting policies and bills that arise. Sarah encourages members to participate next year if it continues to be virtual and that it's very informative.

## **V. Chapter Business**

### **a. CPC Grant – Membership Drive focused on young professionals and rural planners**

NNECAPA received a \$3000 grant to support our fiscal budget and put effort towards membership drives for new members and especially young professionals. During the organizational transition, it has been a challenge to retain members. Each State organization will be focused on targeted member outreach efforts. The grant funds will mostly go towards physical mailings this fall. If you know young or rural professional planners, or students – please send us contacts.

### **b. Dues cycles and invoicing**

Sarah reported that during the NNECAPA organization transition, it was promised that the dues cycle and invoicing will remain the same for 2 years. We will be starting year 2 in January. Starting January 2022, organizational members will no longer exist, and the dues will change to either Chapter Only or Full APA membership. Chapters Only members currently receive invoices December/January. If you are a full APA member you will receive invoice on cycle whenever you joined APA. There is no change to APA invoicing cycle.

### **c. Treasurers Report and budget discussion**

Ben reported the budget highlights during this transition year. There were several expenditure reductions due to Covid19. We were losing members during the transition. The State sections have pushed efforts to identify member registration. We had approved budget loss last year of \$13k when the actual loss is under \$10k.

The conference was profitable – this is our first year of profit sharing 70% to NNECAPA and 10% to State sections. The checking account has \$16k, and Money Market Account >\$5k.

Ben presented the proposed FY21 budget which will be balanced. We are focused on maintaining and recruiting new members which is the single largest revenue stream aside from conference. We will also focus on organizations being a NNECAPA Sustaining Sponsor – for more information visit the NNECAPA webpage. We anticipate continuing reduction in expenditures. Ben went through the detailed budget revenue and expense line items.

### **d. Action Item – Proposed FY21 Budget Vote**

Ben Frost moved to approve budget as presented, Jim Donovan 2<sup>nd</sup>. 51 members voted to approve.

## **VI. New Ruralism Update**

Tara presented on the New Ruralism Initiative Grant Report: Lessons in New Ruralism. Tara asked people to assist in outreach and add to the library of case studies. You can access the report here:

<https://nne.planning.org/knowledge/new-ruralism>

**VII. Other Business**

**a. Winter webinar series**

Sarah asked if there is interest in a winter webinar series that would be a short 1hr lunch offering? Looks like there are some interest.

**b. Call for elections of Executive Committee position in February 2021**

Please reach out to us. Send bio and interest to NNECAPA EC, ballot will appear from APA July/August, then take a seat January 2022. Share what openings: Section Rep from VT, President, Secretary and need members for rotation.

**VIII. Adjourn 9:10am**

*Respectfully Submitted by  
Rita Seto, NNECAPA Secretary*