



American Planning Association
New Jersey Chapter

Making Great Communities Happen

MEETING MINUTES

American Planning Association-New Jersey Chapter (APANJ)
Executive Committee Meeting
Friday, January 18, 2008
Room 556, Bloustein School
2:00 PM

In Attendance: Courtenay Mercer, Vito Gallo, Rebecca Hersh, Mike Powell, John Reiser, Amy Sarrinikolaou, Katie White, Carrie McCarthy, Jeff Perlman, Debbie Lawlor, Linda Wills

Attending via speakerphone: Michael Levine, Eric Snyder

Absent: Carlos Rodrigues, Chuck Latini, Tara Paxton, Bob Cotter, Maura McManimon-Fennessy, Jenn Senick

Approval of January 18, 2007 agenda

Motion to approve the agenda; all in favor.

Issue Reports:

APA Planning Foundation, correspondence from Paul Farmer, FAICP: Courtenay Mercer reported the following: Courtenay is in receipt of a Letter of Appeal from Paul Farmer, FAICP Executive Director and CEO of the APA, requesting a charitable donation from APANJ to the APA to support planning students especially women or minority students intending to work in the public sector, disaster assistance to New Orleans and planning colleagues in the Gulf Coast, and education.

The NJ Chapter does not typically donate to the APA. Mike Powell made the motion to make a donation of \$250 to the APA; seconded by Debbie Lawlor. A line item for charitable donations in the amount of \$250 should be added to the budget.

Appointment of Sustainable Design Committee Chair: Courtenay Mercer reported the following: As the Executive Committee knows, Jennifer Senick has decided to step down as Chair of the Sustainable Design Committee. Courtenay did some researching and Angela Clerico, who is employed as a planning consultant, has accepted the Chair position. Courtenay would like to appoint Angela. Members of the Executive Committee agreed with the new appointment. As Jeff Perlman worked with Angela in the past, he spoke to her experience and work ethic favorably.

Change of Venue for May ExComm Meeting: Courtenay Mercer and Linda Wills reported the following: The May 16th Executive Committee meeting will be conducted in coordination with the Harrison walking tour. Linda Wills will be leading the tour including a discussion on brownfield redevelopment. The Executive Committee meeting will be held prior to the tour at noon. Meeting location TBD.

Committee/Office Reports:

President's Report

Courtenay Mercer

Courtenay is planning to attend the APA Conference on Saturday and Sunday. As APANJ will not be responsible for the cost, Courtenay suggested that the PDO or First VP attend.

First Vice President

Deborah Lawlor

Nothing to report

Second Vice President

Jeff Perlman

Nothing to report

Secretary's Report

Amy Sarrinikolaou

The 2008 Schedule of Executive Committee meeting dates needs to be revised to reflect special holidays and the change of venue for the May meeting. John Reiser made the motion to accept the revised meeting schedule; Jeff Perlman seconded; all in favor.

Treasurer's Report

John Reiser

The budget is still in draft form. John adjusted the budget to reallocate \$250 from outreach to charitable donations. Eric Snyder was concerned with the draft budget as the chapter is starting in the "red." John indicated that it is most likely that after the APANJ conference the chapter will be out of the "red." Eric made a motion to approve the budget as revised; Jeff Perlman seconded; all in favor.

John raised the possibility of employing a deputy treasurer and/or assistant treasurer to assist with the transition of the 2-year terms of treasurers. For reasons such as finances get lost, and extra work is incurred. Mike Levine suggested that a job specification could be drafted for such a part-time position. A concern was raised that the budget will be affected if such a position was created. Rather than creating a paid position it was determined by the members to waive the APANJ and APA treasurer dues. The budget will be amended to include the due waiver of approximately \$400 under "Personnel." Vito Gallo made the motion to approve the amendment; Debbie Lawlor seconded; all in favor (John Reiser abstained).

John requested from Mike Levine a summary of the chapters book sales, dues, conference finances, and expenses. John would like to complete a budget summary for 2007.

Legislative Committee Report

Michael Powell

Mike Powell provided a summary of new legislation and flagged the legislation that applied to planners. A "legislative update" should be included in the March/April issue.

Mike Powell suggested that follow up should be done on some of the new legislation to determine how it would better serve our profession.

Housing Committee Report

Vito Gallo

A panel has been assembled for the COAH Forum to be held February 1, 2008 at the EJB Special Events meeting space. The panel will consist of Lucy Voorhoeve Director of COAH, and APANJ members Tom Hall, Betsy McKenzie, and Creigh Rahenkamp. The goal of the forum is to permit our APANJ membership to get the word out of the Third Round revisions, which will be published February 2, 2008. On Monday February 1, a broadcast email must go out. The Center of Government Services will co-sponsor the event. Water, coffee, tea will be provided.

Vito expects a good crowd. There is no CM credit offered as the rules are still in proposal form.

On another matter, Leo Vasquez is interested in professionally operating seminars that are CM eligible, and will coordinate with Chuck Latini.

Chapter Administrator Report

Michael Levine

Mike is in receipt of the Chapter Administrator's manual relating to APAs branding effort. In the manual there are other recommendations for conference folders, and small promotional brochures. Mike will research their ideas and see how APANJ can modify their booth materials, and possibly take a different approach to booth presentations.

To-date, there are 1,004 members. This number will likely increase when people renew their membership (95 people are expired to-date). It was suggested that the chapter send a courtesy email to remind them that their membership expired. 1,350 people received the chapter's newsletter.

John Reiser completed a draft map of the APANJ member locations. A huge clustering of APANJ members was found in Highland Park, New Brunswick, Trenton and Princeton, and Jersey City, and in south Jersey in the Atlantic City region, Camden and the Cherry Hill region.

Bulletin Editor's Report

Rebecca Hersh

The deadline to submit articles for the chapter's March/April newsletter issue is FEB 29. APANJ Calendar items are always wanted! The March/April issue will have a TDR-theme.

Student Representatives

Katie White

Carrie McCarthy

The EJB winter semi formal and silent auction will be held February 2 at the Elks Lodge. Classes start Tuesday January 22.

Area Representatives

Linda Wills

Nothing to report

Eric Snyder

Courtenay reminded Eric that a representative from the County Planners Association (CPA) was added on the PDC. A draft write up was forwarded on describing what CPA will do

for CM credit. Eric did have a concern that a lot of the activities may not be eligible for CM credit.

Eric will try and schedule a Highlands walking tour in early March.

Informal Discussion

Debbie Lawlor indicated that the waiver process for CM Credits from the AICP is not yet in place. The waiver process is specifically set up for planners who work overseas, and other exemptions – who can not achieve the required 32 credits by 2009. Chuck Latini should be made aware of this issue and possible follow up or keep track of this issue.

Courtenay did not receive any response from the Attorney General regarding the PP Certification letter. Courtenay will follow up. Additionally, Courtenay indicated that Governor Corzine will not be filling any vacant appointments including the Board of Professional Planners.

Motion to adjourn; all in favor.

The next meeting will be held February 15, 2008 at 2 PM in Room 556 at the Bloustein School.

Minutes submitted by Amy Sarrinikolaou