



## **KC APA Board Meeting @KansasCityAPA**

Monday  
July 18, 2016  
4:30 PM

Barrel 31  
400 E. 31<sup>st</sup> Street  
Kansas City, MO 64108

### **Meeting Summary**

- 1. Approval of Minutes** – On the motion and second of Chris Chiodini and Tyler Means the April and May meeting minutes were approved. There was not a meeting held in June.

- 2. Treasurer's Report** – C. Chiodini

Chris Chiodini provided an overview of the budget. The balance as of June 30<sup>th</sup> is \$39,215.28. Chris went through expenditures and deposits for the last few months. Chris spoke about an issue with PayPal where PayPal continues to freeze the account when activity is irregular. There was a discussion about switching to Bank of America; Chris will look into it.

- 3. Committee Activities**

- a. Programs/Professional Development Committee – S. Lachky**  
Lachky was absent. Jim Potter provided an overview. There are a few events coming up soon. In early August there are both the Kansas and Missouri APA meetings. The Midwest Transit Conference is scheduled to be in Kansas City the 2<sup>nd</sup> week of August. The Using Health Impact Assessments in Transportation and Land Use Decisions Technical Workshop is scheduled for August 30<sup>th</sup>. Holiday party for KCAPA is scheduled for December 1<sup>st</sup>. The plan is to move the event somewhere else in the hope to fight the recent attendance loss.
- b. Communications Committee – A. Anderson/T. Means**  
Tyler will work with Kristen DaMetz to add the meeting minutes to the website. There was a discussion about updating the KCAPA website to a format that allows committee members to update the website themselves. Shannon Jaax gave an overview over ideas to better integrate the section chapters with the state chapters. Missouri has been looking at ways to raise dues or other methods to raise revenue to add more capacity to the state chapter. Funding would be used to be for additional staff that may provide better integration between sectional chapters, a better website, and better resources for chapter members. There was further discussion about how increased dues may add to section pass-through funds.
- c. Development Committee – J. Potter**  
Jim provided a spreadsheet that showed an analysis of KCAPA's outreach efforts. The KCAPA email efforts have a high open rate (35.55%). The spreadsheet provided some insight in which emails and which topics provide the greatest outreach to members.
- d. Legislative Committee- A. Winchell/V. Burks**  
No update.

#### **4. Other Business**

- Need to begin developing Nomination Committee. Tyler Means will work with Ashley and Amanda to develop a list of open positions and a draft letter of interest for nominees.
- There is interest in putting together an “operations booklet” outlining what is expected of each position. Potter has requested that each elected member write a paragraph regarding their position.
- Twin Creeks project is currently in review. Stephen Lachky is representing KCAPA.

#### **5. Adjourn**

**Next Meeting: Monday, August 15 at 4:30PM**