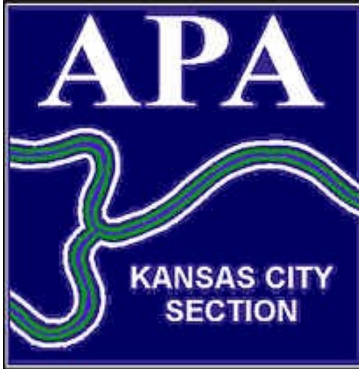


KC APA Board Meeting



Wednesday
November 10, 2010
4:00 PM

MARC
600 Broadway, Suite 200
Kansas City, MO 64105

Meeting Minutes

Present:

Shannon Jaax-President
Doug Hermes-Missouri Section Representative
Sean Ackerson-Past President
Joe Rexwinkle-Treasurer
Kathy Kem-Secretary
Greg-Kansas Section Representative
Gunner Hand
Sara Copeland-KS Chapter President
Jim Hubbel
Jim Potter

Absent:

Diane Binkley
Amanda Debrot

1. Approval of Minutes – September & October

The minutes were unanimously approved with minor modifications.

2. Treasurer's Report – Joe Rexwinkle

There is one more event this year that will have costs for food which will be in December.

An Event Summary has been added to the monthly budget for informational purposes.

After paying for the October event, it looks like we broke even.

\$3869 current balance.

- Proposed 2011 budget. Rex estimated \$3000 to start the New Year.
 - o Sent out proposed budget yesterday.
 - o Assumption that KS & MO rebates will be somewhat smaller & will collect past dues from MO chapter.
 - o Annual event February or March perhaps. Not confirmed.
 - o Revenue Side:
 - Plugged in \$1250 for affiliate members (50 members @ \$25 each).
 - If have \$5 up charge for non-members, then that would increase proposed budget amount. Maybe can use other lists to recruit

affiliate member such as ASLA, AIA, etc.. Board is generally comfortable keeping this at \$25 for now for this first year. \$1000 Platinum, \$500 Gold, \$250 Silver, \$100 Bronze sponsorship levels will be the same for next year.

- Doug will follow up with Natasha (Missouri APA) on the outstanding dues from Missouri Chapter. Would prefer payment by January to include in the new budget. (Natasha was re-elected, but now there is a new treasurer).
- Expenditure side:
 - Not planning on charging for annual event (likely won't) \$2750 budgeted (\$2600 last year).
 - Website & Constant Contact charges
 - Other-Some budget for mailings/communications. Proposing \$250 for now.
 - Professional Development-APA Webinars subsidies.
- Plan to distribute budget to members. We will not need to submit budgets to KS & MO for approval before sending to membership for approval. Can email budget to membership, perhaps simultaneously with by-law revisions. Current by-laws do not address budget. The new one doesn't address adoption formally. Send to members for information only with deadline to comment with comments sent back to Joe.

3. Committee Activities

a. Programs/Professional Development Committee

- Upcoming events
 - December Event scheduled for Thursday December 9th, tentatively from 4-6:30. Topic is 'Standing out as a planner' by , Kathy Kem, Ryan McKay & Kris Maschler (friend of Diane's)
- 2011 Plan-4 Themes
 - Transportation Theme
 - Skills building Theme
 - Sustaining Place (APA) initiative Theme
 - More joint programs with other professional organizations
- Daniel Burnham Event had 25 or so folks in attendance with 5-6 that were probably non-APA members. Event has been submitted for CM Credit. Feedback from attendees was that the cost may have been too high.
- Upcoming event-January 12, 2011-Integra Conference \$175 registration fee. CE credits for Real Estate, and pending CM for APA & AIA.

b. Communications Committee

- Newsletter update (Yearly Report/2011 Plan) – Kathy Kem
We have produced 6 newsletters since our first edition in February 2010 (February, March, April, May, Summer & September). November is now due. Annual Review in next issue or as a separate mailer to members. Will send out 2010 and 2011 events as one email in near future.
Member Spotlight. Bonnie Johnson possibly? (Not a member.) Also suggested Lenexa's new planning director Maggie Tilton as a possible member spotlight.

Target date for next newsletter end of next week.

- Website update – Amanda DeBrot (no report)

c. Legislative Committee – Doug Hermes and Greg Czaplewski.

Ramping up for next legislature session. Doug mentioned that MO may be legislating a complete streets initiative. However, it probably won't go forward. The University of Missouri's extension 'livable streets' may be an alternative concept that may be more well received.

d. Public Education/Outreach Committee – Joe Rexwinkle

- Plaza Proposal Event (Joe/Gunnar Hand)
Met on Monday with AIA and AIA rep was supposed to email by today, but no word yet.

Polsinelli building on Plaza is center of discussion. Last month Gunner had a lot of ideas using this proposal as a means to start a public forum jointly with AIA. AIA is very interested in helping with joint events and future events. Perhaps early December would be a target date to look at the project after it is the revised proposal has been submitted but before it has been approved by the jurisdiction. Meeting could be more like a charrette like rather than the actual proposal itself. This is a good beginning of our AIA relationship.

We need to be savvy to get our name out there more. This event could turn into a series, or talk about next steps at end of event. This event corresponds to our educational mission though may not take an official stand in support or not. It is also in-line with collaborative initiatives for next year.

Don't know what the budget will be for this event yet. It was proposed to Kristine and we would perhaps pay \$250 and they would potentially match that. AIA would provide the space. They have most of the materials that we would need and not have to provide.

Shannon asked if the state chapter might be interested in sponsoring as well. There is a line item for special initiatives, but would need to convince the board that it has relevance to the Kansas side.

If can plan out and can really get the word out (Star was suggested), then the event would likely be more successful. Twitter and Facebook could provide additional support.

There was a motion and 2nd to allot up to \$250 for this event. Unanimous approval. If KCAPA is decides this is going then need to consider this in the budget for next years.

e. Development Committee – Sean Ackerson & Jim Hubbel

- Existing Sponsor Follow-up.
BNIM-Zack working on sponsorship grid handout for 2011

The target is for everyone on the board to contact 5 sponsors for next year. Board needs to set deadlines for contacting. It's the personal contact that gets the most response. Email those to Sean Ackerson. Need to evaluate how the sponsors receive benefit (advertising).

- New sponsorship outreach (Sean/Nick Pappas)

4. Bylaws Update – Greg Czaplewski

Sara has comments from a couple of her board members she needs to get to Greg. Greg will get comments compiled. Sara just commented for the record that if the membership included Douglas County then the Chapter would have an issue with the revised by-laws.

Sara says that once the boundaries are set, she doesn't feel that it should be revisited every two years. Board commented that if the MSA changes, then perhaps they might need too. Sara thinks that if it continually changes then may need to go back and reform the section. Current by-laws are unclear.

Greg will put together a summary of comments presented. Greg can also send answers to questions. Greg to send out primary changes in email to membership.

5. Other Business

- Meeting Date/Time – Shannon. Wednesday still the best day for board meetings. First Wednesday of the month is new day, but will confirm with her notes. The new day will begin in January.
- APA Grant – Shannon. Signed agreement with chapter. Sent out survey yesterday. Trying to put together a list to acquire the proposal and qualifications to be our facilitator for the retreat in February. That is going along slowly. Gong to meet again in the next month. It is proposed to be held all day Friday, 1/2 day Saturday retreat somewhere in KC Metro area.
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6. Adjourn

5:35 adjourn.

Next Meeting Wednesday, December 8, 2010 at 4 PM

Respectfully Submitted



Kathy Kem
Secretary, KC-APA