



Tennessee Chapter of the American Planning Association

Executive Committee Quarterly Meeting
Winter Retreat@ 6:15 PM CST/ 7:15 PM EST

March 18, 2015

Minutes

Board & TAPA Members Present: Ambre Torbett (P), Doug Demosi (VP), Andrea Barbour, Rick Gregory, Eric Howell, Steve Neilson, Tim Roach (PODO), Sherith Colverson (Sec.), Chuck Downham (Tresr.), Kathryn Baldwin, Bill Terry, Rebecca Ketchie (SOF), Sam Edwards, William Veazey (West), Valerie Birch (PP). A quorum was present.

Members Absent: Brett Roller (PDO), Chuck Hammonds (East/Chat), Jessica Harmon (SOF), and Buz Johnson (Knox).

Minutes from the February 27, 2015 Conference Call:

Steve Neilson motioned for approval, motion seconded and approved.

Winter Retreat Update

Doug Demosi discussed in more depth how he, Ambre and others were able to get the Winter Retreat rescheduled. Kristy Ransom was one speaker that could not reschedule, but we were able to get Larry Perry to talk about cell tower planning.

Ambre was able to contact all speakers and attendees by phone to reschedule and as of now there are 72 individuals registered to attend.

Committee Assignments:

- Public Relations – Andrea Barbour, chair
 - Need to reach out to sections for more involvement and appoint someone from each section to assist in finding relevant information to provide to all members
 - Need to post awards, events and information on Facebook
 - Email Andrea if uneasy about posting
 - Andrea will be tackling the LinkedIn account, Ambre contacted Chuck Dixon and was granted administrative privileges – will be connected to Facebook
 - APA TN Chapter Facebook account will be shared with Andrea and she will pull pictures off to save and share via our TN Chapter APA Facebook account
 - Newsletter: Andrea is looking for articles
- Membership Growth and Retention – Steve Neilson
 - Contact chapter only members and communicate the value of being a state chapter member
 - Chuck Downham will work with Steve Neilson to communicate who are members and when their dues are coming up
- Strategic Plan for the chapter needs to go to national APA.
 - It was suggested by Tim Roach that we treat our chapter's Strategic Plan as any other planning process.
 - Ambre will get some examples of other chapter's strategic plans and send them out.
 - Doug and Ambre will work on the plan and then let us edit as we see necessary.
- FAICP – 2015 application for 2016 nomination
 - Rick Gregory provided language for FAICP nomination

- Bill Terry nominated for 2016
 - Rick, Valerie and Kathryn will work on the narrative

2015 Annual Conference Updates:

September 30 through October 2nd, 2015 in Chattanooga

There was discussion about the rotation of where (geographically) the following year’s annual conference will be. It was determined that the rotation could/would look something like this:

- Chattanooga - 2015
- Knoxville - 2016
- Memphis - 2017
- State of Franklin - 2018
- Nashville – 2019

Then start again with Chattanooga in 2020

Section Updates:

West TN Section (William Veazey) – Reception at the Dickson Art Gallery – LID, Reception in February for Mid-South regional Green print Sustainability Plan

Training scheduled for 23rd – Memphis (ethics: Tim Roach and legal: Kristi Dunlap Ransom) & 24th (Jackson) of March

Knox Section (Kathryn Baldwin) – held quarterly luncheon last wed. Nick Weander spoke from TDOT about Long Range Planning. Around 20 people attended. Announced that Knoxville will hold the annual conference in 2016. General discussion was held about TDOT

Middle TN Section (Doug Demosi) – section officers met one week ago. Elections will be held soon and some ideas about when meetings will be held – late spring, and then later in the year after annual conference. All current officers seem interested in staying involved.

State of Franklin Section (Rebecca Ketchie) – Margaret Norris spoke about parliamentary procedures and the Roberts Rules of Order during a Friday afternoon seminar held in Kingsport Higher Education Center back in January. Next meeting will be held after Easter.

Officers for the State of Franklin Section:

- Jessica Harmon: Director
- Justin Steinman: Vice Director
- Ken Weems: Treasurer
- Matt Young: Secretary

East TN/Chattanooga Section (Chuck Hammonds) – deferred



UTAH, APA Webinar Coalition: Doug Demosi

Doug provided a brief overview of what the UTAH APA webinar coalition provides for \$150/year and TAPA's responsibilities would be to host one webinar a year. There are weekly webcasts every Friday afternoon for any member to access and they are archived and can be viewed on YouTube at any time. 40 chapters and sections are already members.

Discussion about Planning Commission members having access to this would be valuable. Ambre posed the question about what webinars TAPA could provide. There was lots of discussion about asking speakers at conference(s). Doug will check into what hosting a webinar would entail.

Emerging Planners Group:

There was discussion about the name of this group and Andrea stated that the group was formed for members who have 8 years or less experience or who are not AICP certified. Andrea would like to have this group serve as an official study group for our chapter's members who will be taking the AICP exam. She is looking for volunteers that would be interested in proofreading member's essays to the AICP exam committee before submitting their applications.

It was discussed that the Planning Leadership Console (Tim Roach/& Rick Gregory/Valerie Birch) could help with this.

MTAS Training Update:

Rick handed out information about Sharon Armstrong and how she is not qualified to provide professional development training for planners. Tim Roach stated that it is important for qualified people in the field to teach and certified planners and professionals should start stepping up to provide the training. Perhaps TAPA could put a call out for trainers in each section and reach out to the development districts for qualified trainers?

Tim Roach will talk to Beth Klause with the Development Districts, and call leadership council to organize this idea and reach out to gain qualified trainers for planners and elected official.

Adjournment: Members adjourned at 7:30 p.m. CST

Respectfully submitted by Chapter Secretary:

Sherith E. Colverson

3/30/15