

American Planning Association Idaho Chapter  
Minutes for August 11, 2011  
APA Idaho Executive Board

<input type="checkbox"/>	Daren Fluke, President	<input checked="" type="checkbox"/>	Charles Hutchinson, Region 4
<input type="checkbox"/>	Renee Magee, Vice-President	<input checked="" type="checkbox"/>	Melodie Halstead, Region 5
<input checked="" type="checkbox"/>	Brad Cramer, Secretary/Treasurer	<input checked="" type="checkbox"/>	Kurt Hibbert, Region 6
<input checked="" type="checkbox"/>	Clare Marley, Region 1	<input checked="" type="checkbox"/>	Jon Norstog, L&PA
<input checked="" type="checkbox"/>	Joel Plaskon, Region 2	<input checked="" type="checkbox"/>	Anna Canning, E&O
<input checked="" type="checkbox"/>	Jon Cecil, Region 3	<input type="checkbox"/>	Diane Kushlan, PDO
		<input type="checkbox"/>	Bob Arleth, P&Z

- 1. Conference Update:** Charles provided an update on the conference. He is still contacting people at various organizations for sponsorships and session proposals but has not had much response. The call for proposals has also been sent to the membership. The conference menu and pricing is being finalized. The total cost for 100 people will be around \$10,500. He summarized the budget for printing, awards, and registration. APA national will handle registration. Registration should go live the day after Labor Day. Information on hotel registration may still need to be sent to the membership. The hotel will hold the rooms at the conference price until September 12. He is working with the Bus Bank for transportation options to the conference. Pricing will depend on how many people ride the bus. He needs a head count before making a reservation. Carol Spurling will arrange a tour of the Moscow co-op. He is looking into renting the bio-diesel trolley from the university. There are not very many session proposals currently. Anna asked if the lack of proposals is due to a narrowly defined topic. Charles said there are a number of broad categories available. It might be that this is a topic that not many planners deal with regularly. We may need to extend the deadline. Anna is concerned it might be an indication of how many people will attend the conference. Charles estimated if 100 people attended in Boise, we may only see 50 or 60 in Moscow. Joel will target members in his region to encourage attendance. Jon Cecil suggested all regional representatives do the same. Charles has been sending monthly updates to members in his region. Anna suggested asking Michelle Vaschon for help soliciting additional proposals. Brad will send an email to the membership again reminding them of the deadline. Anna asked if a save-the-date announcement has been sent.
- 2. Minutes: Anna moved to approve the minutes. Second by Jon Cecil.** Minor corrections suggested by board members. **Approved unanimously.**
- 3. Website Update:** Brad said the survey on the website did not get a big response. There were three main requests: keep the website up to date, add more tools, have the ability to discuss issues on the website. There are 15-40 hits per day. He asked if the board was comfortable with making the test page the main page. There are enough conference updates and other information that needs to be posted and we can't currently post to the original website. It will be easier to find information if the test page is changed to the main webpage. A member from Boise has offered to redesign the website for free within WordPress. We can also hire a professional company to redesign the site. If we don't move away from HTML we will be paying someone else to manage the site. Redesign costs from a professional range from \$400-\$1000. By managing it ourselves our website budget will drop from \$1300/year to \$150-200/year. Jon Cecil asked if there is enough in the budget to cover a redesign. Brad will send out the budget numbers. Anna supports the concept of managing the website ourselves and is comfortable taking the test page live.

**Clare moved to make the test page the main website. Second by Anna. Approved unanimously.**

#### **4. Updates**

- a. National Community Planning Month:** Jon Cecil said there are a number of ways to support planning month which are listed on the national website. He asked if there was any interest in promoting it as a chapter. Anna said it falls on the same month as our conference and we haven't had the volunteers to do it. Jon Cecil offered to take it on. Anna said there is also Jane's walk around the same time. Jon said we could make that part of the conference. Charles said Michele Vaschon asked about that earlier and there is already an event associated with the walk that could be incorporated with the conference.
- b. Share the Road bill and other Legislation:** Jon Norstog said he could approach the individual who proposed the bill and see if they would like support from APA. There are a number of groups that could also be supporters. The bill was to establish a three foot buffer between cyclists and traffic. Jon will try to get a copy of the legislation to send to the board. Jon Cecil suggested we contact Maureen Gresham with ITD. Joel also suggested Rachel Winer with Idaho Smart Growth as a contact.
- c. APA Webinars:** Anna said we participated with a group of local Ada County cities to purchase the CD's. No one is checking them out so we did not participate last year. It also caused friction throughout the state because it appeared only Region 3 planners were benefiting. Instead, this year we gave each region money in their budgets so they could participate on a regional basis if they wanted to.
- d. 2011 APA Awards Committee:** Mike Hall with CCDC will be the awards committee chairman. There are currently two members on the committee and two or three others are still needed. One member suggested there be separate awards for plans developed by the local jurisdiction and those developed by consultants. Anna disagreed with separating the awards. Charles spoke with Daren and he agreed with leaving the program as is. Joel feels the criteria is fair for both types of plans. He also volunteered to serve on the committee.
- e. Elections:** Brad said there is at least one candidate for each region. Anna suggested the regional representatives contact Renee with additional names for candidates.

#### **5. Open Discussion:** Anna said she is still working on the Future Cities project.

**Anna moved to adjourn. Second by Melodie.**