



TAPA Executive Committee

Conference Call

Minutes

June 7, 2012

Members Present: Karen Hundt, Karen Rennich, Valerie Birch, Meridith Krebs, Ambre Torbett, Andrea Barbour, Bill Terry, Jason Meredith, Kathryn Baldwin, Lisa Milligan, Rick Gregory, Steve Neilson, Thomas Skehan.

Members absent: Brett Roller, Sam Edwards, Tim Roach.

1. **Approval of Minutes from the Winter Retreat:** Motion was made by Tom and seconded by Lisa to approve the minutes as previously distributed via email. The motion was approved unanimously.
2. **2012 Fall Conference – Memphis:** Thomas began by stating that they are in the process of narrowing down our events and walking tours, with discussion of a workshop possibility for a 2-hour slot, as suggested by Valerie Burch. This would be a session on how to handle public meetings, giving planning tools. Senator Mark Norris may be a potential speaker. Andrew is trying to narrow down a few sessions with ULI as we are partnering with that organization. Lisa stated that last year, she felt a bit crunched with session proposals. She suggested that they send out Request for Proposals in early July with a definite deadline so it gives the conference committee time to fill in the gaps. Andrea suggested a session about how communities have been affected by the closing of the LPAO with a panel from representatives from those communities. Discussion followed. Tom wants an email blast/save the date to all TAPA members. Suggestion was made by Lisa and Tom to have a lower level sponsorship to encourage more to consider sponsoring. They will ensure good visibility exhibitors.

3. **TAPA Conference Planning Guidebook (for future conferences)** : Thomas stated that this is in the works and being developed as they go along. After the conference, a draft will be distributed to the board for feedback.
4. **APA Conference - Los Angeles:** Lisa shared her feedback from the conference. She stated that it was definitely worth the trip. Karen stated that she attended a Culver City transit oriented mobile workshop. Karen suggested that we obtain the APA president as our key-note speaker. While he was tied up and cannot attend our Fall Conference, he would like to try to come to the Winter Retreat.
5. **Budget:** Meridith provided a summary report. We have \$10,668 in checking, \$22,508 in savings. She reported on the section account balances. She will provide a proposed budget for the Fall Conference Executive Committee meeting. Val reported that we actually made about \$483 dollars. While APA has reduced the amount we get back to the TAPA, the chapter seems to be doing well. Meridith reported that she has received many chapter-only membership applications. Steve reported that their entire Planning Commission members will be putting in their chapter-only membership applications. Karen stated that we have 436 full memberships in the chapter along with chapter-only members.
6. **Membership Chair:** Meridith stated that she will put together some ideas on this position as well as offer the chapter-only membership application in the conference materials.
7. **Elections - Nominating Committee:** Kathryn reported that they will be holding a conference call with the Nominating Committee and will provide an update. Valerie stated that if Karen Hundt would not be interested in serving as TAPA president again, she would be interested in running. Valerie stated that we need a strong voice and send a representative to the TNE Environmental Advisory Council from the chapter. Lisa stated that she would be happy to attend those meetings if no one else would like to volunteer. Karen will send a letter to them to verify that we can hold a seat on the council. If so, Lisa has agreed to serve. Ambre stated she has been the secretary for 4 years and will continue to do so unless someone else wants to step up and serve. She does enjoy being on the board and would like to continue in some capacity. Meridith stated that she would like to serve on the board as well but has been the treasurer for the last 5 years. Lisa would like to continue to serve in any position as she will no longer be the section director. Kathryn will take these comments back to the nominating committee during their next conference call.

8. **TDOT Environmental Advisory Council Representative:** Valerie stated that we need a strong voice and send a representative to the TN Environmental Advisory Council from the chapter. Lisa stated that she would be happy to attend those meetings if no one else would like to volunteer. Karen will send a letter to them to verify that we can hold a seat on the council. If so, Lisa has agreed to serve.
9. **Student Scholarships Update:** Suggestion was made by Ambre and Karen to send the form to Ambre, as chapter secretary and she will distribute to the appropriate conference committee chair each year – in this case Thomas and his committee.
10. **PDO Report:** deferred.
11. **Newsletter:** Karen reported on behalf of Tim that each section should send in any New Hires, AICP Exam Certifications, and section news. Lisa suggested that Andrea could step up on the board in her transition from student rep. to Newsletter Assistant. Tim could surely use the assistance.
12. **Legislative Issues:** Bill reported on his feedback from meetings with Lt. Governor Ron Ramsey on Planning Commission members overstepping their bounds, that we have not reached too far out. Karen asked Bill to provide a summary for the Newsletter. He reported that none of the bad proposed bills passed, nor any good bills, but several were deferred to TACIR for further study. Bill will keep us posted on these issues. Rick mentioned that Rutherford County got shot down as they have been publishing their public notices in a small newspaper rather than a larger newspaper. This court decision should be discussed as how it might affect all communities. Bill will email the decision to the board for further understanding. Discussion continued.
13. **TN Planning Leadership Council – 2nd Year nominations:** Ambre updated members on two nomination forms that were received and distributed to the board via email - Tim Roach and Steve Neilson. She stated that we did not receive any nominations prior to the Winter Retreat so the deadline was extended to June. A motion was made by Karen Rennich, seconded by Kathryn to accept these applications for the 2012 class of the TN Planning Leadership Council. The motion passed unanimously. Lisa will bring the lapel pins to the conference for the presentation ceremony and reminded the board that two pins are given to each awardee. Discussion ensued regarding the ordering of plaques, how we proceed with recognition and so forth. Kathryn suggested that we

prepare a press release. Karen asked Ambre to put together the Press Releases on behalf of Tim and Steve that can be sent to their local papers.

**** Karen suggested we hold one more conference call in August before the conference.**

Members adjourned at 4:05 PM.

Respectfully submitted by Chapter Secretary: Ambre M. Torbett, AICP