



KC APA Board Meeting

Monday
November 17, 2014
4:30 PM

Center for Architecture and Design
1801 McGee, Suite 100
Kansas City, MO 64108

Present:

Diane Binckley
Jim Potter
Stephen Lachky
Kathy Kem
Amanda Anderson
Shawn Strate
Vanessa Spartan

Absent:

Ryan McKay
Shannon Jaax
Andrew Pollock
Doug Hermes

Meeting Minutes

- **Approval of Minutes** – October: Approved unanimously.
- **Treasurer's Report** – K. Kem: Kathy distributed the report, which includes GoDaddy and Carol Coletta's gift. Kathy has also billed both chapters, and noted that Missouri membership has increased and Kansas membership has declined since last year. Kathy is resigning as treasurer as she is pursuing a career change. Diane has approached Joe Rexwinkle to fill the position for the rest of Kathy's term, which ends in December 2015. Joe was previously the KCAPA secretary and knows the position well. Kathy, Joe, and Jim (as incoming president) will need to go to Bank of America to transfer the account.
- **Committee Activities**
 - Programs/Professional Development Committee – S. Lachky
 - November Event: Wednesday, November 19 at AIA during lunch, cost is \$20. We are expecting 15-20 attendees. An email was sent out this morning and there will be another on Wednesday. Stephen will need to get the Treasurer's Box from Kathy in case someone wants to pay with cash or check.
 - Annual Meeting: The event is free to members and will be the last event of the year. Everything is set up, the cost for food is \$900 with \$100 left over for drinks. This event will also be at AIA. Spotify can be used for music, Diane will put something together. The scholarship recipient can also be announced at the meeting, if in attendance. Sponsor slides can be

projected at the event like last year. The new board members will also be announced.

- KCAPA/KCRTA event – S. Strate: The KCRTA Annual Meeting was held in October and was promoted by KCAPA; future opportunities for collaboration should be considered.
- KCAPA / MARC seminars: Doug sent a recap of the first Planning & Zoning Commissioner workshop event and reported that it was a success. Nearly 40 commissioners and staff members from throughout the metro attended. Based on this response and feedback, KCAPA and MARC will develop a more formalized workshop series for next year. A steering committee of planning directors in the region will advise on the topics, format, and meeting logistics.
- 2015 Boulevard Event: The 7th Annual Planning Celebration is set for February 5, 2015 at Boulevard Brewery from 5:00 to 9:00 p.m. Due to the Treasurer position change, we will need to make sure that Boulevard has a valid card for billing; they usually charge half in advance and half at the time of the event.
- Future Events: An invitation has been extended to John Stilgoe for the 2015 symposium.

- Communications Committee – A. Anderson/S. Strate
 - Newsletter status – Next deadline November 21; will be sent out on Monday, November 24. The newsletter will promote the annual meeting, include a summary of the Planning Commissioner workshop, sponsor highlight, a reminder to vote in the board election, and Boulevard event information.
 - Event notifications: Annual Meeting notifications will be sent out in advance of the meeting.

- Development Committee – J. Potter: Jim stated that it is time to thank sponsors for 2014 and to pursue sponsorships for 2015 as well. The annual sponsorships will be kept separate from the Four State Conference sponsorships, although a discount may be considered. Jim will work to get requests out the first week of December.

- **Other Business**
 - Center for Architecture & Design – V. Spartan: Vanessa distributed information on the CAD Board of Directors, which includes APA representation. The charter was just approved through the state, and then will need to ratify budget which will also come to the KCAPA board. There are two budget scenarios that were discussed. The costs are reduced from what was presented a couple of months ago, due to fewer website costs. The KCAPA President may delegate the CAD position to someone else; Jim will consider if this comes up.

 - Four State Conference 2015: Diane has looked at hotels downtown and has visited Westin and Marriott, the only two that responded to the RFP to host

the conference. Both submittals were more expensive than the last conference, but there may be room to negotiate. The date would be October 21-23, 2015 at Westin or October 28-20 at Marriott. The initial preference is Westin, as the cost is less and all conference rooms can be in the same area and on one level; the space at Marriott is more spread out. The Westin is also preferable for families coming from out of town and will have views of the streetcar. Diane has sent out emails to those on the steering committee from last time to see if they are interested in participating; Diane and Ryan are the co-chairs.

- Elections – S Strate: Shawn stated that the deadline for voting in the board election is November 26. Vanessa has set up the ballot in Survey Monkey and is tracking the results and a link has been sent out to members. The newsletter will include a reminder to vote. There is only one candidate for each of the three positions, but write-in candidates are allowed and provided for on the ballot. The results will be announced at the Annual Meeting.

Meeting adjourned.

Next Meeting: January 2015; date and time to be decided in consultation with new Board members.

Respectfully submitted,



Shawn Strate, AICP
KC-APA Secretary