



KC APA Board Meeting @KansasCityAPA

Monday
December 21, 2015
4:30 PM

Center for Architecture & Design
1801 McGee
Kansas City, MO 64108

Meeting Minutes

Present: Jim Potter, Chris Chiodini, Tyler Means, Ashley Winchell, Victor Burks, Shawn Strate, Joe Rexwinkle, Diane Binckley, Amanda Anderson

Absent: Corey Fischer, Tom Worker-Braddock, Stephen Lachky

1. **Approval of Minutes** – September, October, November: The September and November minutes were approved, pending an edit to the November minutes to clarify that there was to be a December meeting. Shawn will email updated minutes to Amanda. There was no October meeting due to the Quad State Conference.
2. **Treasurer's Report** – J.Rexwinkle: The report is longer due to the conference. Everything came out of KCAPA account and most items are conference related. There are transfers from the conference account to the section account, and there will be additional transfers to pay the state chapters that helped to pay for the conference. The hotel charged less than anticipated, and even with extra add-ons the cost was under budget. There was a lot of positive feedback about the conference, with some saying it was better than a national conference. The attendance from the other states was solid.
3. **Committee Activities**
 - a. Programs/Professional Development Committee – S. Lachky
 - Holiday Party Dec 10: Lower turnout than previous years, around 25-40 in attendance, mostly students. The Board should consider changes for next year, such as a new location due to many other events being held at CAD throughout the year. Other ideas were discussed.
 - January 25: Show the film "Social Life of Small Urban Spaces" at a cost of \$95 to KCATPA. This would be at the Design Center from 5:30 to 7:00. UMKC Professor Frisch will facilitate a discussion after the film and is requiring all planning students to attend.
 - MARC is hosting a Transit Futures Symposium featuring William Clay Ford Jr. at the Kauffman Center on Feb 17th. A panel discussion and Q&A with local leaders will follow. KCAPA will need to send out email notifications and include in the newsletter.
 - The 2016 Annual Planning Celebration at Boulevard Brewery is scheduled for March 23. This is a great networking opportunity for planners and other design professionals and to thank KCAPA sponsors. Need to invite CAD membership to boost attendance. Having the event later in the year allows for sponsorships to be finalized. The space has already been paid for (\$3,500, includes drinks) and the caterer has been selected. The Board discussed potential changes to this event in the following year, such as a new location or adding entertainment. The impact to cost and attendance of various ideas were discussed. These ideas can be discussed later during the planning of the 2017 event.

- b. Communications Committee – A. Anderson/S. Strate
 - Newsletter status – Next deadline January 1, 2016. Amanda has upcoming events to add to the newsletter and will send the information to Kristen. The newsletter will be sent out the first week of January. It will include a year-end roundup from Jim that also includes a recap of the Quad State Conference. A sponsor highlight should also be included. There are several job announcements to include as well, although some may no longer be open or already filled.
- c. Development Committee – J. Potter
 - 2016 Sponsor Drive: Jim has started the process for 2016 and sent out notices to past sponsors and current contacts. We already have over \$4,000 committed so far, and still waiting on several sponsors and there are several checks that were recently received. The deadline will need to be coordinated with Boulevard event. The \$5,000 budget for sponsorships is the same as last year. Board members will reach out to several other potential sponsors.
 - Jim has led the sponsorship process in recent years, the Board needs to think about how this will work in long term with different Board members. Conferences in Kansas City occur every third year, and 95% of revenue is from conferences or sponsorships. The Board needs to think about diversifying income in the future. There was some discussion about restructuring the sponsorship amounts and categories. Ideas include having only three categories and consider higher amounts as they are very affordable for larger companies. The Board needs to review AIA and other organizations for guidance. Surveying sponsors may also help, too see if they feel they are getting value or have other ideas or considerations.
 - The Board discussed ideas for what to do with the current account balance. Stephen has provided some ideas by email. A symposium should be planned for the summer, and need to brainstorm other events or outreach. Ideas include more student outreach, additional scholarships, and additional professional engagement focusing on professionals that used to be engaged but aren't anymore. The Board should have a strategic planning session to consider long-term topics and also consider a charrette or similar session of planners to find out what they want. Another idea is to expand Planning Commissioner Training beyond by what MARC training provides, including going out to Planning Commission meetings, with pro bono assistance from consultants. There is also a need to have more events outside of downtown to better engage planners throughout the region.
- d. Public Outreach/Education Committee
 - A. Winchell / D. Binckley: Covered already, see above. Ashley and Diane will work on draft survey based on the above discussion.
- e. Legislative Committee- A. Winchell/V. Burks
 - Missouri: no report.
 - Kansas: Vic discussed recent legislation concerning campaign signs which has restricted cities' ability to regulate within the public right-of-way. Vic will provide text for the newsletter on this topic.

4. Other Business

- Management Agreement with AIA. Jim distributed a copy with edits shown. \$550 quarterly payment. Additional membership with CAD, \$250 per quarter.
- 2015 Elections wrap up. Shawn reported that several of the candidate that were not elected have stated that they wish to participate in KCAPA in other ways. They should be invited to future Board meetings to learn about different ways they can help out and to provide ideas.
- KC Design Week-2016: Followup is needed regarding the Design Week Agreement, need to determine if any changes should be made for this year.
- Plan-4-Health Grant – Submitted. C.Fischer: KCAPA is waiting to hear the results of the application.

- PREP-KC Partnership – T.Worker-Braddock/S.Strate. Tom and Shawn are working with several other volunteers to craft educational materials in coordination with CAD to present at local schools. Ashley suggested Christo Rey as a potential location for a presentation.
- Center for Architecture & Design –T. Worker-Braddock: The Board discussed website updates. CAD is supposed to develop a website that would include APA as well.

5. Adjourned.

Next Meeting: Monday, January 18 at 4:30PM, location To Be Determined.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. Strate', written in a cursive style.

Shawn Strate, AICP
KC-APA Secretary