



MEMORANDUM

TO: APA Washington Board Members
FROM: Nikole Coleman, Secretary (minutes taken by Chris Comeau)
DATE: December 5, 2018
RE: **Minutes of October 3, 2018 APA WA Board Meeting | Spokane**

For the Record (no board action requested)
Discussion Only
X Board Action Requested

4:00 P.M. CALL TO ORDER

President Sepler called the meeting to order.
Quorum was established.
President Sepler amended the agenda order.

PRESENTATIONS:

- Paul Stangl, WWU Representative to APA WA Board, gave presentation of WWU Accredited Undergraduate Planning Program.
 - Michael Cardwell asked about Native American interns and tribal involvement.
 - Paula Reeves asked if WWU students could be involved in CPAT.
 - Esther Larsen asked if WWU students could become interested in Legislative Committee work.
 - Nancy Eklund asked how WWU students are involved in the NW Section.
- Nick Schmeck, WWU Student Representative, gave brief overview of WWU Planning Club and student involvement in NW Section and APA WA activities.

ACTION ITEMS:

- Approval of Minutes from June 22, 2018 Board Meeting.
Motion: Approve minutes from 6-22-18 **Approved**
Follow-Up: Secretary Coleman to sign minutes and send to SBI.
- Financial Sustainability Proposal.
Rick Sepler introduced this item and stated that a committee needed to be formed to work on this. Rick Sepler called for vote; approved unanimously.
Motion: Job posting fees to increase and Chapter dues to increase 5%. **Approved**
Discussion: Dave Anderson suggested that a policy be created to guide annual increases to chapter dues and fees.
- Upcoming Budget Discussions.
Al Terrico, Treasurer gave a preview of the upcoming budget discussions. Nov. 5 due date for Draft Work Plans; watch for Excel spreadsheet to be posted on Basecamp. Discussion only, no action.

4. Statewide Ethics Session.

Statewide Ethics Sessions. Rick Sepler introduced this and focused on the “Unsheltered in Society.” He discussed the possibility of online ethics sessions as well as a potential roster of speakers on this and related topics. Rick also proposed a one-day teaching event for APA professionals and said that he would bring more information to the December APA Board meeting in Seattle.

Motion: Create a statewide ethics session “Unsheltered in Society.”

Approved

5. Graphic Novel on Planning.

Gwen Rousseau introduced this and explained that it was geared for students and was inspired by a graphic novel titled “No Small Plans” about Chicago World’s Fair. Gwen requested \$10,000 funding from APA Board to hire a project manager. Michael Cardwell made motion to approve; no second; motion fails. Discussion: Nancy Eklund wants to be use that any graphic novel registers with and is integrated with what OSPI intends for student curriculum. Steve Butler further explained the value of the proposal to students, citizens, and ‘future prospective planners.’ Gwen also explained that the intent is not that it be a student textbook, but as a supplement resource in civics or social studies courses. Dave Anderson asked how Chicago graphic novel was produced. Gwen explained that it was a non-profit effort. Esther Larsen suggested asking Hiller West to explore interest from allied organizations. Paula Reeves made motion to approve \$3,000 in seed funding toward an effort to launch this project. Michael Cardwell seconded. Elizabeth Chamberlain expressed support and gave examples of positive outcomes. Michael Cardwell also stated support and gave examples of outcomes. Rick Sepler called for a vote; motion for APA to provide \$3,000 approved unanimously.

Motion: Approve \$3000 in seed funding to launch

Approved

6. Website Migration.

Rick Sepler introduced this topic and explained proposal from SBI. APA WA is last client using current platform; need to migrate to new software. \$2,000 cost. Esther Larsen asked if this would result in significant changes to the look, feel, and content of the APA web site. Rick stated that it would not result in significant changes to existing web site content, but that it would offer some new opportunities for improvements to APA web site. Nancy Eklund asked a question about membership databases. Michael Cardwell made motion to approve; Comeau second. Discussion: none. Call for vote: approved unanimously.

Motion: Approve \$2000 to migrate website to new software.

Approved

10-minute break for dinner at 5:30pm.

5:45pm Rick Sepler called meeting back to order.

7. Legislative Agenda.

Esther Larsen introduced this committee’s work and her colleague Yorik Stevens-Wajda. Esther Larsen passed handouts on Legislative committee priorities around the table – these were posted to Basecamp. Yorik Stevens-Wajda explained the details of topics listed in the handouts. Rick Sepler explained the mission of the Legislative Committee and the work of APA lobbyist Michael Shaw. Rick Sepler suggested taking up some of these issues in Executive Committee for further discussion. Bob Bengford asked if Condo Liability had come up as a topic. Yorik Stevens-Wajda confirmed, but Rick suggested that it was a much bigger issue than APA. Paula Reeves asked if the topic of Autonomous Vehicles and their effect of Planning issues had come up. Not sure who made motion to move the Legislative priority list forward or who seconded. Rick Sepler called for vote; motion approved unanimously.

Motion: Move the legislative priority list forward

Approved

8. Continuing Education Coordinator.

Motion: Appoint Nikole Coleman Continuing Education Coordinator.

Approved

DISCUSSION ITEMS:

- 1. Conference Update.
Dave Anderson stated that conference registration was at 375, which was well above the target of 300. He explained that sponsorships were down significantly this year and that this is something that APA was going to have to investigate addressing for future events and conferences. Dave Anderson also announced that the Thursday evening reception had been moved from the Spokane Library to "Chateau Rive" in the old Flour Mill building on the other side of Riverside Park.
- 2. Elections Update.
Rick Sepler gave an update on APA Washington elections; Nancy Eklund is President-Elect.

COMMITTEE REPORTS:

- 1. Diversity & Equity Committee Update.
Paula Reeves announced that Grant Beck from the new South Sound Section was interested in Chairing this committee.
- 2. CPAT Update.
Bob Bengford & Patrick Lynch explained that CPAT work was finishing up on work in Skykomish and that, in 2019, CPAT was looking for a community in eastern WA to provide assistance to.
- 3. Great Places Awards.
Bob Bengford recapped last year's inaugural awards and explained that 21 applications for award were received in 2018. Bob expressed interest in mixing in some different categories for 2019 awards. There was brief discussion on advertising, marketing, communications, and outreach.
- 4. Commerce Update.
Mike McClintock of Commerce gave a brief explanation of Commerce's upcoming special event on November 5 in Gig Harbor on Housing and Homelessness. He suggested that Commerce may be able to provide resources, speakers, and ideas for APA's interest in a Statewide Ethics Session on this topic. He also announced that Commerce would hold a Local Short Course on the Quinault Nation.
- 5. Tribal Planning Report Update.
Michael Cardwell announced that all the items that he had gathered for scholarship silent auction would be donated to the Inland Empire. He also announced that he may need/want to step down as Chair of Tribal Planning Committee because he had been terminated from his current job and is not certain what the future holds for his involvement in tribal planning.

NEXT MEETING

Members asked when the next APA WA Board meeting will be and Rick explained that it would be on Wednesday, December 5, 2018 in Seattle immediately before the Puget Sound Section's annual Holiday Party at a yet-to-be-determined location.

7:00 P.M. ADJOURN

Nikole Coleman

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Recorded on 10-3-18

Approved by Board of Directors on 12-5-18