

The following information was provided by APA MN Board Members, committee chairs, and liaisons for the November 18, 2011, Chapter Board meeting. Please review this report prior to the Board meeting. At the Board meeting the Chair will entertain clarifying questions and discussion of the items. The information presented here will not be restated at the Board meeting.

Reports submitted by: Crystal Pauman, Rita Trapp, Jane Kansier, Lance Bernard, Peggy and Otto Schmid, Wayne Hurley, Lyssa Leitner, Hilary Holmes, Sam O'Connell, Gina Mitchell, Suzanne Rhees, Andy Gitzlaff, Chuck Froseth, Mark Grimes, Joe Hogeboom, Bruce Peterson, Andrew Mack, and Bob Patton

1. President – Lance Bernard –

Newsletter Editor

APA MN received seven proposals. The review committee consisted of Lance Bernard, Trisha Rosenfeld, Kate Garwood and Andrew Gitzlaff. The review committee selected two candidates for interviews. Lance conducted both interviews and made a recommendation to the review committee. The review committee selected Haila and Jonathan Maze and received board approval via email. A contract has been signed by the Maze team and is in effect until the end of 2013.

Holiday Party

Lance Bernard, Joe Hogeboom and Matthew Parent are scheduling a holiday party. The event also will be a thank you party for the 2011 conference volunteers. Breanne Rothstein is exploring volunteer options (e.g., food shelves) before the party. The group will work with the Treasurer to address expenses associated with the event.

2012 APA MN Conference Chairs

Lance Bernard has appointed Greg Wager from West Central Initiative and Stephanie Scott Sims from the City of Minnetonka as the 2012 conference chairs.

Membership Recognition

APA MN has recognized Kate Garwood for her contributions to the organization. Kate has served as a District Director, Professional Development Officer and Newsletter Editor. Lance presented Kate with an award in November.

2. APA MN Administrators – Peg and Otto Schmid -

- Finished thank you notes, reports, bills, refunds, and all other wrap-up items for conference 2011.
- Completed all preparation for the elections for directors, including work with national APA.
- Beginning work on conference 2012--meetings with PDO's and new chairpersons
- Visiting Rochester in two weeks as a site for a future conference.
- Visiting Duluth in early December as a site for a future conference.
- Attended Chapter Administrator meeting via telecommunications.

3. District activities including Certification Maintenance

i. **NE – Chuck Froseth –**

CM Activity	Date/Location	Number Attending
DVD Performance Measurement in Transportation Plg	10/16/11 / Duluth City Hall	8
DVD Infrastructure.CIP, and Alternative Transportation	11/17/11 Duluth City Hall	8*
Other Important Non-membership Activities		
Informal gathering in early December. Date to be determined.		

*The DVD on Infrastructure.CIP and Alternative Transportation is being held on the Thursday before the Board meeting. Estimate planners to attend.

ii. **Central – Crystal Pauman –** No activities to report.

iii. **NW – Wayne Hurley –**

CM Activity	Date/Location	Number Attending
NW District Training & Social - 2010 Planning Law Review - Infrastructure, CIP and Alternative Transportation	October 20, Fergus Falls	7

iv. **Metro – Andy Gitzlaff, Gina Mitchell, Suzanne Rhees –**

CM Activity	Date/Location	Number Attending
Scheduled Planning Law Review	12/1 – Cuningham Group	N/A
Scheduled Planning Law Review	12/7 – Bolton & Menk	N/A
Other Important Non-membership Activities		
Working as part of Legislative Reform task force – next meeting with MACPZA, LMC, etc. 12/5		

v. **SE – Chris Moates –**

vi. **SW – Bruce Peterson –**

Upcoming Membership Activity	Topic	Date/Location
District mixer	Social	Tentative
Other Important Non-membership Activities		
Initiating downtown planning effort with the Willmar Design Center.		

4. Student Directors – Lyssa Leitner and Hilary Holmes

Upcoming Membership Activity	Topic	Date/Location
Student Event	Tour of Union Depot	12/9/11
Other Important Non-membership Activities		
Two students are running for the student representative position which is the first time in at least 3 years that we have more than one person running! Hilary and I are glad to see that there was increased interest in the position.		

5. Professional Development Officer Report – Jane Kansier and Rita Trapp -

CM Activity Since Last Report

- October 20th Rush Line Brown Bag had 24 participants

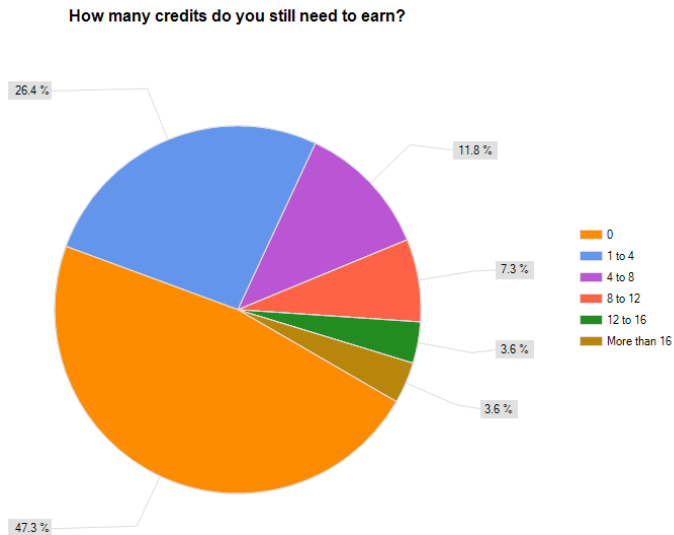
Upcoming CM Activity

- November 8th Brown Bag – Union Depot
- November 9th Social Media and Ethics Webinar (currently 25 people registered)
- December 8th Brown Bag – Ethics in the Round
- December 8th – Washington County Safe Routes to School Workshop

Items of Note

- We conducted a survey of AICP members in October to determine needs with regards to credits required to be completed by December 31, 2011. We had a good participation rate with about 105 responding who had CM credits due at the end of the year. Over 85% were located in the metro with a few each in Duluth/Superior, Rochester and St. Cloud. Just over half of respondents had some credits left to earn.

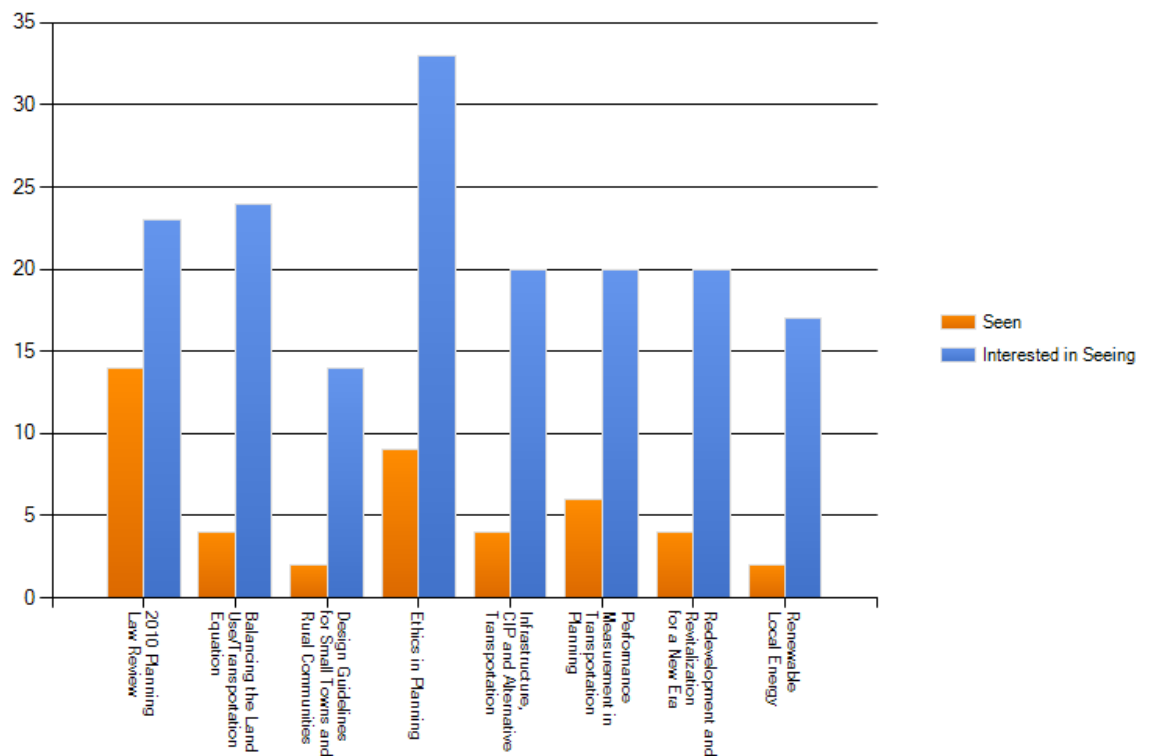
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For those who have credits remaining, approximately 50% have between 1 and 4 credits to earn and 22% have between 4 and 8 credits to earn. Of particular interest to us was determining the level of law and ethics credits needed. Approximately 65% have already earned their Law and 35% have already earned their ethics. Given this we are planning a number of ethics and law sessions over the next few months. An announcement will be made by Friday, November 11th about the additional opportunities.

Also of interest was the summary of which CDs from our library folks have seen and which they may be interested in seeing. This may be useful to us as we plan CD viewings in 2012.

Each year MnAPA District Directors host showings of CD trainings for CM credits. Please identify below if you have seen any of the following and/or if would be interested in seeing the topic.



- We have purchased two additional webinars/CDs for 2012. The June 27, 2012 Law Update and the January 18, 2012 Resilient Planning Agencies. We will be hosting them live as well as getting a CD that can be replayed.
- We will be beginning work on 2012 conference planning with specific focus on the solicitation of sessions as APA has changed some of the information required for submittal of sessions for CM credits.

AICP Exam

- The window for the AICP exam opened on November 7th, and runs to November 21st. We have already been contacted by one MN Chapter member who passed the exam. Once all results are in, we will provide an update for the newsletter.

6. Program Committee – Mark Grimes and Joe Hogeboom

Since the last report, there has been one brown bag lunch event focusing on the proposed Red Rock Transitway. The Program Committee has arranged a holiday party on Wednesday, December 14. The party will take place at Broadway Pizza in Minneapolis and will feature local singer and pianist Bjorn Briel. The Committee hopes to have invitations distributed before the Thanksgiving Holiday.

7. Legislative Committee – Andrew Mack and Bob Patton -

Convened 1st Planning Enabling Reform Kick- Off Meeting on 10/28/11 in our cooperative role with MACPZA. Attendees included the lobbying representatives from Association of Minnesota Counties (AMC), League of Minnesota Cities (LMC), and Minnesota Association of Townships (MAT). The next meeting is scheduled for 12/5/11.

Worked to complete contract requirements for APA's CPC Grant approved for the Chapter.

8. Minnesota Design Team Liaison – Sam O'Connell –

- **Howard Lake Visit**

The visit took place October 27-30. Community boards will be posted on MDT's website within a week.

- **Annual Winter Retreat**

Save the date: MDT's annual winter retreat is scheduled for January 14, 2012. Tom Gillaspay (State Demographer) and Ethan Fawley (Fresh Engery's Transportation Director) will be our featured speakers. Annual retreat is held at Como Park and is open to anyone interested in MDT.

- **2012 Visits**

MDT is actively seeking communities to apply for MDT 2012 visits. For more information contact Judith Van Dyne at vandyne@aia-mn.org.