

The following information was provided by APA MN Board Members, committee chairs, and liaisons for the January 20, 2012, 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: Peg and Otto Schmid, Hilary Holmes, Adam Fulton, Jane Kansier, Rita Trapp, Stephanie Scott-Sims, Greg Wagner, Bruce Peterson, Crystal Pauman, Carissa Shively-Slotterback, Mark Grimes, Chuck Froseth, Lance Bernard

1. President – Lance Bernard –

- **Holiday Party** - I helped prepare and organize the APA MN holiday party, which was held on December 14, 2011. The event included a presentation at the Minneapolis Park Board on the RiverFIRST project (20 in attendance). Pizza and drinks were provided at Broadway Pizza (25+ in attendance).
- **AICP Tenure Faculty Proposal** – I have been facilitating and answering questions in regards to APA's proposal (See Action Items).
- **Conference/Workshop Planning** – I am helping plan for the 2012 State Conference and a possible one day workshop/training in May.
- **Legislative Initiatives** – The executive committee met with the legislative chairs to discuss next steps with the CPC grant. The legislative chairs will provide an update.
- **Misc. Items** – I have been monitoring website updates, newsletter content and participating in National APA discussions. I have also been meeting with a number of students to help them network in the field (four students).

2. Conference Committee – Stephanie Scott-Sims and Greg Wagner –

The Conference Planning Committee, led by co-chairs Stephanie Scott-Sims and Greg Wagner, held its conference planning kick-off meeting at Minnetonka City Hall on January 6, 2012. There were 24 attendees. The meeting's agenda included a brief overview of the Arrowwood Resort and Conference Center by Dana Christensen, sales manager for the resort, conference sub-committee updates, a conference theme brainstorming session facilitated by Kim Berggren, and the coordination of a site visit to Arrowwood/Alexandria with the conference co-chairs.

3. APA MN Administrators – Peg and Otto Schmid -

- Chapter elections for directors completed. Only 220 persons voted this year, which is down considerably from last year.
- Fifty-five letters sent in December to potential advertisers for the newsletter. So far, only 4 consultants have resubmitted their ads. We have also picked up one new ad.
- Site visit made to Rochester as potential conference site for 2013 or 2014.
- Several conference calls with Duluth as a potential conference site for 2013 or 2014,
- Met with Conference Co-chairs to review timelines, etc., for the committee work.
- Met with PDO's to review the RFP document that will appear online for the session submittals for conference 2012.

- Worked with new newsletter editors via email on articles and other information for the three newsletters they have issued.
- Teleconference with other Administrators around the country to talk about common issues.

4. District activities including Certification Maintenance

i. NE – James Gittemeier –

CM Activity	Date/Location	Number Attending
Email reminder of CM events to NE District Planners.		
Other Important Non-membership Activities		
Met with incoming NE Director James Gittemeier to review role on the Board, meeting procedures, budget for NE district, by-laws, Board meeting agenda, district director report, board meeting locations, CM Brown Bags, reservation of CD's for Brown Bags, role at state conference, and other items to assist him in transition to the NE Director position. Handed off relevant files and materials to James as well.		

ii. SW – Bruce Peterson –

Upcoming Membership Activity	Topic	Date/Location
Next round of CM training	Various	Beginning February 2012 in Willmar

Other Important Non-membership Activities

City of Willmar conducted five community meetings as the first step in drafting a new plan for the central business district. Over 100 citizens and business/property owners attended and offered input into major topics and specific elements.

- 5. Student Director – Hilary Holmes –** On December 9th, 25 Humphrey and Mankato students went on a tour of the Union Depot Multi-Modal Transit Project in Saint Paul, followed by a networking happy hour hosted by the outgoing student director Lyssa Leitner and student rep Hilary Holmes for APA-MN student members at Barrio in Lowertown Saint Paul. APA-MN student outreach funds were used to provide the happy hour food. Please check out the most recent APA-MN newsletter for photos.

As the student director for 2012, I am happy to welcome Aubrey Austin from the MURP program at the Humphrey School as APA-MN's new state student representative for 2012. Another student outreach event will be planned for spring and focus will also be on coordinating student attendance at the national 2012 conference in L.A. I will promote available travel grants & scholarships as well as the paper and capstone award opportunities for students at the conference.

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

CM Activity since last report	Date/Location	Number Attending
Washington County Safe Routes to School Workshop	December 8, 2011 Stillwater, MN	
Ethics in the Round Brown Bag	December 8, 2011 St. Louis Park City Hall	25
Upcoming CM Activity	Topic	Date/Location
The Interchange Brown Bag	Planners will learn about the Interchange, a multimodal transportation hub that will unite transit and development and create new civic space in downtown Minneapolis.	January 18, 2012 Minneapolis
Firewise Community Planning Brown Bag	Firewise Community Planning provides information on mitigating damage from wildfire to increase public safety and reduce losses of life and property.	February 16, 2012 Fridley
Information from National APA regarding CM that may be of general interest		
<ul style="list-style-type: none"> • Five APA MN Chapter members took the AICP exam in November, 2011, and all passed. A list of the new AICP members in 2011 will appear in the January newsletter. 		
<ul style="list-style-type: none"> • The next exam is in May, 2012. The application deadline is January 24, 2012. The MN Chapter has been allotted one scholarship for 2012. Notice of the scholarship and the application deadline will appear in the January newsletter. If we do not select a candidate for the May exam, we can offer the scholarship for the November 2012 exam. 		

7. Program Committee – Mark Grimes

Since our last report, the Program Committee successfully organized the annual holiday party for MnAPA. This year, the party was held at Broadway Pizza in North Minneapolis, and featured a presentation by the Minneapolis Park Board about the planned revitalization of the North Minneapolis riverfront. Over 50 people attended the event.

So far, for 2012, the Program Committee has organized the following events:

- Brown Bag - January 18th - The Interchange. This will be held at the offices of WSB.
- Brown Bag - February 9th - APA Law. This will be held in Prior Lake.
- Brown Bag - February 16th - Firewise. This will be held in Fridley.
- Brown Bag - March (exact date TBD) - East Metro Freight and Union Depot Tour. This will be held at the Union Depot.
- Minnesota Twins Game – Thursday, May 10
- Minnesota Twins Game – Thursday, September 13