

BOARD MINUTES  
MARCH 19, 2010  
MINNESOTA CHAPTER—AMERICAN PLANNING ASSOCIATION  
ST. CLOUD CITY HALL

Board members, committee members, and liaisons present: Lance Bernard, Wayne Hurley, Chuck Froseth, Adam Fulton, Cynthia Kirchoff, Gina Mitchell, Andy Gitzlaff, Cathy Waldhauser, Suzanne Rhees, Anita Rasmussen, Bob Patton, Peggy Schmid, Otto Schmid, Mike Darrow (phone conference call). Also present were Matt Glaesman, and 2 students from St. Cloud State University.

The meeting was called to order at 12:15 PM by Lance Bernard.

Matt Glaesman presented a power point entitled "Planning for the Future," which he uses with civic groups and other meetings. The presentation focuses on all of the positive aspects of planning and development in St. Cloud in the core downtown area as it has occurred over the last few years, and is continuing to occur. In particular, the presentation emphasizes the partnerships that have been created to accomplish these plans: partnerships with the Planning Commission and City Council; with the City and the University; with the City and various businesses in the community, including such institutions as the regional hospital; and with the City and various Historic Preservation and neighborhood groups. We were able to see many before and after pictures of the various projects that have occurred, all with the intent of revitalizing the downtown area and the neighborhoods around it. Thanks to Matt and his staff for putting together this very enlightening presentation.

On a motion from Wayne and a second from Suzanne, the agenda was approved.

Also, the minutes from the January meeting were approved, with a few changes made in spelling of names.

Lance reported that he is working with the Public Health Department on future partnerships.

The Board congratulated Bob Patton and Andrew Mack for the award they received—the CPC Leadership Award for Chapter Volunteer Service Recognition.

Adam reviewed the financial reports for the Board. Approximately 85,000 dollars is in the various accounts. He mentioned that the Legislative Committee and the Districts may use any of the funds available to them, for their programs. The financial report was approved on a motion by Chuck and a second by Wayne.

1. Adam also reported on the search for a firm to audit the books. He received two proposals from firms. The fee will be around 2000 dollars, and he would also contract with them to do the taxes for about 500 dollars. Some suggestions have been made for reporting the monthly transactions, and Adam will begin using those practices in his

reporting to the Board. He also is looking at ways to report income to mitigate the necessity of paying taxes on such things as ads in the newsletter. A motion was made by Gina and seconded by Anita to approve KDV as the audit firm for the Board. Motion approved.

2. Lance asked the Board to approve allowing an email blast to be sent to our members by Central States Water Association asking for donations, as they are an organization with whom the Board is partnering. All funds will go to the Central Lakes Water Association. A discussion ensued concerning what criteria the Board uses to decide on which partner groups may be allowed to ask our members for donations. The suggestion was made that some criteria should be established. Suzanne moved and Adam seconded that Central States Water Association will be allowed to send APA Minnesota members a query asking for donations. These donations would be for the Liquid Assets documentary. Motion approved.

3. Transportation for America has requested that the Board support their organization. During the discussion, several Board members questioned exactly what transit policies this group supported, and if any of their policies might not be in keeping with the stands that the Legislative Committee has written. Adam moved and Wayne seconded that the Legislative Committee be appointed to review the brochure from Transportation for America to ascertain exactly what their policies are. Motion approved.

4. Lance reported on behalf of Rita Trapp concerning the USGBC conference. APA Minnesota has agreed to partner with USGBC to sponsor their national conference to be held in Minneapolis May 19-21. Rita submitted a report asking that Jeff Smyser be allowed to submit for AICP credits for the conference. She included the requirements for obtaining credits when we partner with another organization, and how the work she has done has met those requirements. The motion was made by Chuck and seconded by Wayne to have Jeff submit for CM credits. Motion approved.

5. Peggy reported on a Sponsorship and Exhibiting Policy for the Board to consider. There was discussion about various aspects of the Policy, and several recommendations were made. It was decided to keep some of the language general as long as the language allows the Board and/or Co-chairs of Conference to deny any sponsor without cause. Adam moved and Chuck seconded to approve the policy with the suggested changes. Motion approved.

6. A report considering the Bemidji Regional Events Center was discussed. After much discussion about the pros and cons of the site, it was recommended that Bemidji not be a potential site for Conference 2012, but the site would be reconsidered for 2013. A request was made of the administrators to begin searching for other sites for 2012, and a number of sites were suggested. Peggy will do the research and report back to the Board at the May meeting. Wayne made the motion to consider Bemidji as a site for 2013, and the motion was seconded by Suzanne. Motion approved.

7. Bob Patton presented a report on the Enabling Law Reform Initiative. He asked that this Law be discussed at Planners Day at the Capitol, to be discussed with MACPZA. Wayne asked that language be inserted to “encourage” not “require” that every town have a comprehensive plan, and the plans that are enacted should have minimum requirements in those plans. The Board members commented that a good start has been made on this process. Wayne moved that the approval be given, and Adam seconded. Motion approved.

## NEW BUSINESS

8. Suzanne mentioned that she was surprised that we charge a fee for posting an ad or RFP on the website. During discussion it was noted that the League and national APA do not charge members for posting. It was recommended that the Board consider waiving that fee for the rest of the year, for members, and that the policy be reevaluated next January. Chuck so moved, and it was seconded by Gina. Motion approved. Peggy will write up some language to be posted on the website and to be included in an email.

Board members had an opportunity to comment on the Citizen Planner Manual. Lance assembled the comments, but they need to be cut and pasted into the present manual. It was recommended that a graphic designer be hired to dress up the manual. Suzanne volunteered to assemble the comments, and then give the manual to Cathy Waldhauser for comment. Cathy would like to then send it to Citizen Planners. \$300 dollars would likely be needed to finish any design and graphics. Lance will write up a blurb for the website.

Lance asked if anyone from the Board could attend the Minnesota 2050 meeting on March 22, as he could not attend.

Bob Patton will be appointed to the Minnesota Environmental Initiative Committee.

Cathy Waldhauser will check out the website for a company who is looking at irrigation issues.

The Board members supported the idea of again having a food drive be part of the Upper Midwest Regional Conference.

The District Reps gave brief reports. They noted that members are rushing around trying to complete their CM credits. They also asked for recommendations for the best way to use the funds allotted to them by the Board in their Districts.

Meeting was adjourned at 2:30 PM.