

I apologize for not including the following two reports in the initial Information Report. Jean

1. Chapter Administrators – Peggy and Otto Schmid –

1. The focus the last few weeks has been on getting the Call for Proposals ready and posted for the 2011 conference. We have sent out several emails reminding the members to submit a proposal. See Conference Co-chairs report for further information.
2. We conferred briefly with Matthew Parent, who has taken over the planning of the Brown Bag Lunches. Two of those lunches are now on the calendar for March and April.
3. We have had requests from several partner organizations, asking for our help in promoting their activities, including SLUC, ULI, EDAM, the Iowa Chapter of APA, etc.
4. See the report below from the Work Group for Conferences--from the January 2011 Board meeting.

NOTES FROM CONFERENCE WORK GROUP AT THE RETREAT IN JANUARY 2011

Three of the work groups met together, as many of the members of those committees were absent.

AWARDS

Jay will put together an overview and work with Breanne to modify it. He has information from a report that Carissa Slotterback wrote, information from the administrators about the Gunnar Isberg scholarship, and a listing of the planning awards that were given at the conference last year. We all agreed that a simplified plan for doing those awards is a good idea. He will bring his report to the Board in March.

MARKETING

Chuck will work via email with the others on that committee to put forth some marketing ideas. One of the things he is advocating is that the organization get involved with social networking--like on Facebook or some other network. He will bring his report to the Board in March.

STATE CONFERENCE

Wayne and Peggy included Jay and Chuck in the discussion about conferences. A number of recommendations were put forth, based on the three guidelines set out by the President.

Schedule for future conferences

There was unanimous agreement that the conferences should rotate between 5 sites-- St. Cloud, Mankato, Duluth, Rochester, and one conference every 5 years in the resort area. Conferences should not be held in the Twin Cities because it is more expensive, and because participation at evening events would likely drop way off.

Upper Midwest Planners Conference

There was unanimous agreement that we should no longer participate actively in the Upper Midwest Regional Conference. We should let planners from surrounding states know about our conference via info on that state's website. We would agree to support the Upper Midwest Conference by disseminating information about it to our members and by encouraging them to attend or present as individuals.

Funding of events at Conference

There was unanimous agreement that the way we organize the conference is good. Lodging is paid for by the attendees, not as part of the registration fee; meals are included as part of the registration fee; mobile tours and extra events, such as golf, are paid for by the individual, not through the conference fee. There was quite a bit of discussion concerning cash bar versus having alcohol paid for out of the registration fee, because of the attention given to items of this nature by the media, especially for government employees. Jay recommended we go to some sort of ancillary fee or refreshment fee, paid for separately from the registration fee. We also discussed having a social event sponsored particularly by some of the exhibitors, but Wayne and Jay mentioned the liability issue may cause exhibitors or consultants to refrain from sponsoring those events unless it is a cash bar.

2. Law and Planning Committee – Cindy Kirchoff –

On February 11th, the Committee held its regularly scheduled meeting to discuss the progress of the planner's reference guide, amicus curiae brief policy, and topics for brown bag lunches.