

**New Hampshire Planners Association
Executive Committee
June 26, 2003, *Approved August 27, 2003***

Present:

President Carol Ogilvie, Nancy Larson, Ross Moldoff, Jamie Steffen, June Hammond Rowan

Roll Call:

The meeting was called to order at 9:15 a.m.

Minutes of Meeting on 4/24/03:

The minutes of the meeting on 4/24/03 were reviewed and Steffen made a motion to approve the minutes. The motion was seconded by Larson and passed unanimously.

Treasurer's Report:

Steffen reported that there had been no financial activity since the last meeting, with the exception of receiving checks for membership renewals yesterday.

Strategic Plan:

The Committee reviewed Rowan's proposed strategic plan assignments to committee members. It was the consensus of those present that this was acceptable, but should be further discussed at the next meeting. It was also the consensus that these assignments should be "unofficial" and used for the Committee's purposes only. It should not be adopted as part of the strategic plan.

Executive Committee:

It was noted that Emerson had sent out an email saying she wanted to resign, but the email did not go through. Rowan noted that Singelakis has indicated that he needs to resign due to inability to come to the meetings. No action was taken.

Newsletter:

Larsen distributed a draft of the newsletter. It was discussed that inserts could include the Strategic Plan, the Directory, and registration for the NNECAPA conference. Any additions would be needed by July 3.

NHPA Membership:

Steffen reported that he had worked out with NHMA corrections to the list of members that had not paid and other corrections. There currently are approximately 135 members. NHMA will send out a reminder to those that were members last year and have not joined this year.

Directory & Handbook:

The Committee briefly discussed the directory, which has not been done this year. A Member Handbook has been discussed in the past and could be distributed with the Directory. The Handbook would have the Bylaws and Strategic Plan. This item was tabled until the next meeting.

Website:

No progress has been made on the NHPA website. Rowan will contact NHMA to see if we can get recent meeting minutes and the Strategic Plan posted on the website. If NHMA cannot provide this service, the Committee will look into hiring someone to create and maintain a website for NHPA. Moldoff reviewed Walter Warren's thoughts and comments on this topic.

NNECAPA Conference:

The fall NNECAPA conference will be September 25 & 26 at the Holiday Inn in Concord. Laura Scott has been sending out regular email updates on the plans for the conference. Things are coming together on this event. Steffen will have some bills to pay and NHMA has been helping with planning the conference and with registration.

NHPA Elections:

NHPA elections will be held this fall. Rowan presented a timeline of what needs to be done and by when. A nominating committee was formed with Ogilvie and Moldoff.

Suggestions for new members were Jim Campbell from Durham, Greg Tansley from Lakes Region Planning Commission and someone from North Country Council. Last meeting Ben Frost for Legislative Committee Chair and Angela Rapp for Newsletter Editor had been suggested.

Next Meeting:

The next meeting will be on JULY 31, 2003 at 9:00 a.m. at CNHRPC.

Respectfully Submitted,
June Hammond Rowan
Secretary