

**New Hampshire Planners Association
Executive Committee Meeting
Local Government Center - Concord, NH
November 30, 2006 Draft**

Executive Committee Members Present:

Kerrie Diers, Christa Koehler, Rebecca Hebert, Jamie Steffen, Jennifer Czysz, Kerrie Diers, Sandrine Thibault, Jim Campbell Vice Chairman Christa Koehler called the meeting to order at 9:40. J. Campbell joined the meeting via a teleconference.

Minutes:

J. Campbell moved to approve the minutes of the meeting of July 27, 2006. All in favor, motion passed.

Treasurer's Report:

J. Steffen presented an update of NHPA account. Discussion included: the status of checks for the conference donations, missing checks from the LGC and need to make sure NHPA receives all donated money; expenses need to be itemized from the conference budget. J. Steffen will review conference bills and payments and ask LGC for an itemized list of conference expenses.

J. Czysz moved to accept the Treasurer's Report as amended. A. Vincent seconded the motion. All in favor, motion passed.

Election of New Officers:

A. Vincent moved to defer this item until K. Diers arrives. J. Czysz seconded. Motion passed.

2006 NNECAPA Conference Update:

A. Vincent reviewed the final conference bill. Costs that increased the overall expense included the T-shirts (\$1500), the bags (\$922), and tent rental (\$795). The hotel accidentally charged us for a beach rental and NHPA was reimbursed \$300. The overall meal cost was less than expected with the exception of the dinner and drinks. It would be nice to know who attended one or both days of the conference and how many planning board volunteers & students attended. 165 registered and 155 attended the event. The presentations will be posted on the website. Most of the reviews were positive with the exception of a few negative comments. One criticism was that the attendee felt that they were being "talked at". The plated breakfast should be eliminated next year. Angie will have mugs for COG members. The 2007 NNECAPA conference will be in Portland, Maine. APA will be making changes to the AICP standards and will be requiring continuing education credits.

NHPA Conference – Date Selection & COG:

J. Czysz and S. Thibault are co-chairs of the COG. Ideas for the conference location include Common Man in Plymouth, NH, Laconia, Portsmouth, Bretton Woods, Loon, and Keene. Request for bids will be sent out to conference centers and dates will be selected for late May or June. The first few tasks for the COG will be to decide on a theme, design a "save the date card, and select location.

Student Outreach:

The Committee discussed student membership fees and how NHPA's fees compare to other state chapters. This should be discussed again at the next meeting.

Plan-NH Outreach:

The Committee discussed professional development outreach. J. Czysz distributed a list of AIA members with presentations. If there is an interest in any of the topics a lecture/presentation could be scheduled. NHPA could compile a similar list for planning professionals. Invitations to conferences could also be extended to other professional groups.

Website News and Updates:

There is nothing new to report at this time.

Old & New Business:

C. Koehler presented the Clean-Air Cool-Planet / Carbon Coalition's resolution. The organization is looking for an endorsement of the resolution by NHPA. NHPA would be listed as group who supported the resolution. J. Steffen moved to endorse the resolution. All in favor motion passed.

Election of New Officers:

B. Frost - Legislative Liaison
P. Rigrod – News Editor
J. Steffen – Treasurer
R. Hebert – Secretary
S. Thibault - NNECAPA Ex-Officio
K. Diers – Professional Development Officer
A. Vincent - Professional Development Officer
J. Czysz – Public Information Officer
J. Campbell – President
C. Koehler – Vice President

Adjourn:

The meeting adjourned at 10:50 am.

Respectfully Submitted,
Rebecca Hebert, Secretary