



**NEW HAMPSHIRE PLANNERS ASSOCIATION
EXECUTIVE COMMITTEE MEETING
AGENDA FOR MARCH 3, 2013, 9:00 AM**

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**CORNERSTONE ASSOCIATION MANAGEMENT FOR 9:00 (9:15 START)
53 REGIONAL DRIVE, SUITE 1, CONCORD NH 03301.**

CONFERENCE CALL LINE : CALL 310-9300, PASSCODE 1111#

In-house: Sarah, Mary; Phone: Matt, Ben, Tim, Tara, David

Regarding minutes, Sarah made one correction emailed to Shanna, Mary made a motion to accept meeting minutes of Feb. 1, 2013, Tara seconded, all in favor, motion carries.

1. EC Officer Duties - Sarah sent out officer's responsibilities' list. This will become part of the regular information for each position.

Speakers Bureau idea will be on the agenda for the summer meeting.

2. Student Mentorships and the new PIO - Student mentorships – 3 teams – all going well. Mary will get input from the teams for an article for the newsletter at a later date.
3. Planning Book Discussion Group - Elizabeth Wood is being pursued on book club and NNECAPA state director position– Ben will continue to talk to Elizabeth. We need to make sure that new members and returning members have welcome/card for membership in good standing: Sarah will talk to Cornerstone, information needs to go to Matt for the Mailchimp list and Ben for ongoing campaign.
4. Conference: Ben is working with an active committee on this and moving forward; names are being put together for conference sessions and sponsors.
5. Annual Awards - subcommittee and timeline forms all set, Courtney posted on website, and email blast went out to membership. Not sure if everyone is getting emails therefore a small test with the EC will be conducted by Matt to ensure that everyone is getting the email. All EC members are expected to respond. March 15 is deadline for Annual Awards. We need to send another reminder to membership – Matt will do this. These Awards should be ready for the Spring Professional Development Meeting, April 29th, at LaBelle Winery. (We will assist with Vermont awards as well (in the next two months.)

NHPA MISSION STATEMENT: THE NEW HAMPSHIRE PLANNERS ASSOCIATION PROMOTES, ASSISTS, AND SUPPORTS THE PROFESSIONAL PLANNER IN THE GOAL OF ACHIEVING PLANNING EXCELLENCE TO IMPROVE THE QUALITY OF LIFE TODAY AND TOMORROW IN NEW HAMPSHIRE'S COMMUNITIES.

Retirees receiving recognition. David will do this for Jonathan Edwards and Tara will find someone to write for Carol Ogilvie. The April 29th event is confirmed at LaBelle. The cost was reduced; room set up and numbers must be confirmed by April 19th. Invite needs to go out far and wide, local zoning boards, etc. Need 40 to break even, room capacity is 200. Tim will ask Chris Bolt if it is possible to combine meetings. 4:00 for tour, 5:30 for the Professional Development, ending time at 7 p.m.

“Save the Date” for this event should be prepared. Camille needs to get this ready; Tara and David will pass these “Save the Date” notices on to Jonathan and Carol to ensure that they will be at the April 29th event.

Sarah believes that Shanna is working on the plaques. Sarah will check on this.

1. Officer Updates –

- a. NNECAPA Legislative Liaison - D. Brooks EPA climate action adaptation – public comments are open until April 9. David sent a link from the APA website with a description and link to the EPA document. Some discussion on the takings legislation in Florida; note that we need to watch Florida as they navigate new territory in planning.
 - b. Legislative Liaison – T. Corwin 51 bills following; opposing 6 and supporting 14. Workforce housing was killed; gas tax increase 12 – 15 cents did pass the house it is uncertain in the senate; hb619 aerial photography was significantly amended, sb163 commission to study legislation – they are writing a letter of support. Ben reached out to RPCs; Cameron Wake, UNH, is key to moving this forward. Legislative Committee meeting again later this spring with the hope of prioritizing and authoring legislation for the 2014 session – need to ask membership in order to inform legislative committee in the future. Not sure how this will be done. NHPA display board needs to be reviewed and comments for updating for the upcoming Legislative Breakfast. If you have comments/ updates – get these to Shanna and Tim so they can produce a new 3 panel display and handout. This is for the legislative spring session (??). The date is not yet set.
 - c. Public Information Officer - M. Monahan - Nomination forms were updated and forms were linked to the website. A notice was sent out and he just sent out a reminder today to nominate for Annual Awards.
 - d. Newsletter Editor - P. Rigrod - Sarah mentioned that the newsletter is on the website; however, Tim noted that the legislative update was left out by accident; Pierce told Tim that a correction was sent in – however Tim did not see that the correction was made; Sarah will speak with Cornerstone (Courtney) about this. Tim Corwin will send out a legislative update to the membership (since it was left off of the newsletter).
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- a. Professional Development Update – C. Pattison. Report already given.
 - b. Sustainability Coordinator – T. Germond – She will have something for the newsletter on sustainability update; she will assist others if needed.
 - c. Treasurer - B. Frost. No report.
 - d. Vice President - M. Friedman

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e. NNECAPA NH State Director – Vacant

- 13 Other Business - Sarah: Susan Slack was in contact with Sarah Marchant regarding the NHOEP meeting to be held on May 11 (Saturday). She asked Sarah to find planners to cover the planning board basics – basically to put a team together to present several topics. Sarah is not inclined to put a team together but will likely do a session and ask others to do so. Tim will ask Chris Parker; Matt is interested in helping develop the presentation but will be unavailable on the 11th.
- 14 Adjourn - Motion to adjourn by Mary, seconded by Sarah, all in favor. Meeting was adjourned at 10:30 a.m.