

American Planning Association
Women and Planning Division
Executive Committee Meeting
August 22, 2019
12:00 - 1:00 p.m. (CST)

Conference dial-in number: (866) 499 – 7054
Conference code: 714 920 5368

MEETING MINUTES

1. CALL TO ORDER

2. WELCOME: New Director(s) of Chapter Engagement - Corrin

- Nadine Marrero
- Chanelle Frazier

Corrin introduced the new Co-Directors of Chapter Engagement, Nadine and Chanelle. This position will be shared until the next election to fill a gap that the Division has had in this position and our engagement with APA Chapters.

3. FAICP - Breanne

- FAICP Schedule, Committee, and Nominations Update
- UN Women Panel - *City Planning Around the World: Coming Together to Combat Gender-Based Violence*
 - Seeking nominations for a panelist & moderator

Breanne gave the overview of our FAICP process, our nominations, and when the nominees will submit their applications in October.

4. COMMUNICATIONS - Caroline

- Website Update
- Newsletter/E-blast Content
- Social Media Accounts/Admins
- Defining a process for submitting content that we'd like to share/promote

Caroline described the updates for Communications and that the website is almost up and running and should be live in September, the newsletter is being planned as scheduled everyone is asked to submit any member news or articles with Caroline. Melissa will send membership info, Breanne will send FAICP info, and we will highlight members who won in APA elections.

5. FINANCIAL REPORT - Kadie

- Update on Division Finances - see email

Kadie was not able to be on the call, but sent information ahead of time to let us know that APA will be providing updated numbers shortly. Breanne looked up our current budget on APA Engage and the Division's funds are healthy at nearly \$11,000.

6. PROGRAMS - Katelynn

- September 20th Webinar - Mia Scharphie “Raising your Profile”
- YEP! - Girls Who Plan Updates

Katelynn informed us of the upcoming webinar in September hosted by APA OH consortium. This webinar will be part of a two part series for professional development. Katelynn and Corrin will be working on providing a how-to for the “Girls Who Plan” program along with partnership with YEP! To provide tools and resources to members who want to teach urban planning to girls organizations.

7. MEMBERSHIP - Melissa

- Roster and Membership Updates
- October 23rd Webinar – “Salary Negotiation”

Melissa reported on the up to date membership numbers for the Division, we have gained 1,000 new members at the \$10 rate from being transferred from a student member to a new professional member. This is a huge gain for the Division. Melissa also shared about the Part 2 of the webinar series about salary negotiation.

8. ENGAGEMENT - Corrie

- Student Engagement Updates - see email

Corrie was not able to join us on the call due to an emergency, but sent her comments ahead of time.

Executive Committee

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Director of Administration - Open