



**Steering Committee Meeting Minutes - October 8, 2009 – 4:00 to 6 PM
at Suffolk County Planning Department Offices, Hauppauge**

Attendees:

David Berg
John Corral
Kathy Eiseman
Andrew Freleng
Julie Hargrave
Thomas Isles
Stephen Jones

❖ **Secretary's Report**

- Send draft September minutes to Director for final review, then email to webmaster
- Send out Planning Federation Conference reminder
- Added current board member mailing list provided by County to iContact database
- Add links to CM Credits on website.

❖ **Treasurer's Report**

- \$6,179.79 – checking balance
- Prepare Section budget

❖ **Section Directors Report**

- Carryovers from September:
 - Send Metro letter
 - Solicit event calendars from other organizations to add to newsletter
- Review list of Metro's CDs at next meeting and choose a few for LI Section to borrow and show at Brookhaven, Riverhead, Babylon, Nassau and Suffolk County Planning Departments. DB to circulate list of potential CD's for purchase – try surveying membership.
- AIA winter conference at Stony Brook Southampton in Jan-Feb. We may participate.
- May 26th - Tentative date for Planning Conference on the East End. Consider spring break.
- Discuss 2010 sponsorships. Get resolution from Metro.
- Membership solicitation:
 - Prepare list of membership benefits.
 - Email contacts in database to offer memberships for associate (\$49) and affiliate – Planning and Zoning Board - (\$20) memberships.
- SC Planning Conference:
 - Make sure three APA sponsors are recognized at SC Planning Conference.
 - APA table for lobby, poster with sponsor info, membership sign-up
- Professional Certification Program or academic concentration in planning. Find schools with coursework that could be part of a planning program. Check out Stony Brook, Stony Brook Southampton, Dowling, CW Post, Molloy College, NYIT, Hofstra, Adelphi, SUNY Old Westbury. JH and JC to followup.

❖ **Professional Development Officer's Report**

- Carryover items from September:
 - Need to know situation with Metro before purchase new CDs.
 - Add list of upcoming programming to website
 - Solicit Towns to host AICP CM Programs (in Nassau and Suffolk Counties)
 - Seek AICP CM credits for Vision LI Summit (2008 and 2009).

❖ **APA Library**



Long Island Section *of the*
American Planning Association
New York Metro Chapter

Making Great Communities Happen

- Reviewed APA National's catalog topic headings for library to begin organizing and creating a catalog/database of the Arthur Kunz Planning Library
- Carryovers from September:
 - LW to acquire sample of NC library database or catalog.
- ❖ **Long-term Committee action items:**
 - Carryovers from September:
 - Develop a mission statement. Contemplate a niche for the Section that appeals to people more than just providing training opportunities or AICP CM credits.
 - Consider commenting in general terms on large regional projects that could benefit from the input of this Committee.
- ❖ **Calendar**
 - Next meeting: Thursday, November 12th, 2009 in SC Planning Dept. AK Library.