

**MAP Board of Directors Meeting
October 2, 2009 (Teleconference)
Minutes**

Meeting Convened at 10:30 AM

Present: Maureen O'Meara (President), Judy Colby-George, Hugh Coxe, Beth Della Valle, Stacy Benjamin, Fred Marshall, Helen Edmonds, Judy East, Mac Stocco, Rebecca Schaffner, Linda Johns

Agenda Items:

1. Approval of Meeting Minutes. Minutes from the May and June 2009 meetings are outstanding, and will be presented at the next meeting.

- The Board agreed to take items 2 and 3 out of order.

3. Budget. Fred Marshall

- Fred presented an interim cash flow report, not requiring a vote.
- The report (attached) included preliminary figures from the NNECAPA conference. A number of items, such as the cruise refund and unpaid honoraria, were still outstanding, but overall Fred expected the conference to end with a positive cash flow. Rebecca confirmed that she has a number of attendance fees, accounts receivable and sponsorships. These receipts will be forwarded to Fred. Fred, Carl and Rebecca will finalize the accounting from the conference.
- Overall cash flow is negative, but MAP still holds a \$13-14,000 surplus. Fred will send out an updated report when he has all of the figures.
- There was some initial confusion regarding payment for CM credits. This has been resolved and a \$900 refund will be coming. MAP will not have to pay for any more credits this year, under the "blanket fee" system.

2. Election. Beth DellaValle

- Two issues arose following the Annual Meeting:
 - a) For the first time in recent memory, we had a competitive election. Questions arose regarding the submission of ballots by attendees who were not MAP members. There has been a suggestion to form a subcommittee to evaluate this issue and possibly suggest Bylaw amendments.

b) Matt Nazar noted that with no past president on the Board, the Board should consist of 14, rather than 15 members. Beth suggested that the Board accept this temporary situation and address as needed next year following the subcommittee's review of the issues. The Board agreed with this approach.

Motion (H. Coxe): Moved that the Board certify this year's election results.
Second (J. Colby-George).

Passed: Unanimous.

- A subcommittee consisting of Beth, Stacy, Mac and Hugh will study these issues and report back at a future meeting. Beth will act as organizer.

4. MMA Session. Maureen O'Meara

- MAP's co-sponsorship of this session was mentioned in the last newsletter, and was also posted on the MAP listserv. Hugh confirmed that it is also on the webpage. Maureen will remind Amanda, if she is not doing so already, to monitor the listserv for events to post on the webpage.

5. Newsletter. Rebeccah Schaffner

- The next deadline is 11/13/09. A number of Board members offered to provide articles, including:
 - Rebeccah - NNECAPA conference
 - Beth - LPC's upcoming schedule and meeting
 - Helen - DEP regulatory amendments and upcoming legislation
 - Stacy - Gateway 1 project
 - Judy East - Brownfields grants and conference in New Orleans (will be pushed to next newsletter)
 - Rebeccah - bio on new Board member

6. NERC/CONEG (Rail). Mac Stocco

- Mac sent around an email including a preliminary list of projects, which is in review. He also sent around the Maine State Rail Plan. He noted that there were comments by one Vermont rail advocate casting doubts on the process in terms of inflated costs, benefit to consultants, the paucity of matching, and lack of discussion on connection of North and South Stations in Boston.

- Maureen confirmed with Mac that he remains comfortable acting as MAP's liaison on these issues. The Board indicated its comfort with Mac in evaluating and indicating MAP's support, in his best judgment and discretion. Mac will seek Board input on issues where he believes there may be disagreement.

7. **Website.** Judy Colby-George

- The new website is up and running. Amanda Lessard is in charge of content. Board members should let Judy know if they notice any issues or problems. Maureen noted that we are understandably still in "start up" mode and there are bound to be some issues to resolve.
- Beth will confirm that Board members are correctly listed. There is presently an error in the listing of Secretary.
- Rebecca noted that sponsors need to be updated, and she will work with Amanda to do this.
- JT Lockman is still in charge of the MAP listserv.

8. **Trust for Public Lands Co-Sponsorship.** Linda Johns

- Linda reported that she has been working on an ongoing project with TPL and has been impressed with its work. TPL is proposing to bring its film regarding land use planning in Portland, Oregon to southern Maine. The potential screening would be at the Portland Museum of Art, but details are not set. TPL asked for a \$1500 co-sponsorship contribution from MAP.
- Stacy suggested that a \$500 contribution might be more appropriate for this type of event. Others felt more comfortable with this, as well.
- Rebecca pointed out that the Board was going to establish a better mechanism for considering these types of funding requests. Helen reminded the Board that as reflected in the December 2008 minutes, the Board had approved the following language: "Add a line item to the budget, to be allocated on a discretionary basis by the Executive Committee to one or more projects during the year, provided such projects are of direct benefit to planners in Maine." The Board also agreed that it could vote on additional criteria in the future, but this has not happened to date.
- Maureen commented that her criteria would include whether the project benefits planners in Maine, gets MAP's name out, etc.

Motion (R. Schaffner): Consider TPL's request today, but work to draft a proposed policy for considering such requests in the future. **Second.**

Passed: unanimous.

- Rebecca and Judy will work on some proposed guidelines.

Motion (B. DellaValle): Contribute \$300 to TPL's screening. **Second.**

- Beth stated that she felt \$500, at 1/3 of MAP's line item for such events, was excessive. It's still early in the year, and we could possibly be presented with an event that includes more useful discussion, learning opportunities. Linda responded that TPL does plan a discussion session after the screening.
- Hugh commented that TPL is generally well-funded, unlike MAP. TPL is actively pushing its "green printing" concept, so this event has somewhat of a marketing feel. He is not entirely convinced that the event would be relevant to his work, at least. Other, better events may come along.
- Judy East commented that this event would not be relevant to her work in Washington County. She couldn't and wouldn't spend the time to travel to Portland to this event. She wondered if we have an idea of how many "city planners" are in MAP; we do not.
- Linda reminded the Board that we have sponsored "niche" events in the past. She believes this will benefit Maine planners in general.
- Maureen stated that TPL is very high caliber. We often sponsor events that not everybody can attend. She would support a \$500 contribution.

Motion failed.

Motion (H. Edmonds): Contribute \$500 co-sponsorship to this TPL event. **Second.**

Passed: 7:2:1 (B. DellaValle, H. Coxe opposed; J. Colby-George abstained)

- Maureen will inform Fred not to release the funds until the event is definite or has already happened.
- Linda agreed that she will work with TPL as MAP's representative, help on assembling a panel, etc. If the event happens in October, it would mesh with National Planning Month.

9. **Membership.** Linda Johns

- Linda reported that MAP membership is up to 131. There are a number of 2010 dues payments outstanding. It would be helpful to continue the feature of the old website, which allowed members to

- Linda will also send membership information to Judy so that Judy can prepare a map depicting the geographic distribution of our membership.

10. Legislative Policy Committee. Beth DellaValle

- Beth will be contacting LPC members regarding planning for the 2010 tutorial. The potential topic is “coalition building,” and Beth will put a notice in the upcoming newsletter.
- Beth also received information regarding a proposed amendment to the Growth Management Act, on affordable housing. She will seek information from Rich Roedner for the newsletter.
- This will be Beth’s last year as Chair of the LPC, and she will be actively seeking a replacement. She acknowledged that the LPC is a lot of work, and we need to try to get some new faces on board to share the workload. Stacy noted that this is sometimes hard due to potential conflicts of interest.
- Maureen suggested that it might help if people understand that the person who tracks a bill and prepares testimony – the hardest part of the job – doesn’t have to be the person to present the testimony. Rebecca agreed that attendance at legislative sessions can be difficult, but that it may be possible to do the “behind the scenes” work.
- Beth said that it would help to have teams on various subjects, so that all of the work doesn’t fall on one person.
- All of these issues will be discussed at the LPC’s first meeting, after the holidays. The biggest issue is building a sustainable committee structure. The LPC should not take on too much, and members shouldn’t ask MAP to take a position on a bill unless they are willing to do the work.
- The website will provide a lot of information about the LPC’s activities. Beth would like to include the legislative tutorial DVD.
- Maureen asked that the LPC determine the date of the general membership meeting prior to the November Board meeting.
- Huge commended Beth and the LPC for all of the hard work. Maureen agreed, and encouraged the LPC to keep its scope of work limited.

11. Other

- Maureen indicated that the Board is not planning another “face to face” meeting, because scheduling is too difficult. The Board will

continue its teleconference format. The LPC's general membership meeting provides an opportunity for personal interaction.

12. Next scheduled meeting - November 6, 2009

Meeting adjourned, 12:00 pm.