PPA - SW Meeting Summary

**Present:**

* **Andrew Hartwell, AICP**
* **Nicole Zimsky, AICP**
* **Katie Stringent**
* **Erica Kagle**
* **William Campbell**
1. Appoint Committee Chairs:
	1. Social Chair
* Erica Kagle was appointed Social Chair
* Erica will be responsible for organizing the summer and winter socials in conjunction with the rest of the council
* The budget for each event is approximately $800.00
	1. Continuing Education
* Katie Stringent was appointed Continuing Education Chair
* Two workshops are held per year one in the spring and one in the fall
* It is anticipated that the first workshop will take place in April with the second either in September or November to avoid the statewide conference
* Stormwater management was discussed as a potential topic
* CM credits are organized through the PA APA
1. Committee & Board Appointments
	1. State Board of Directors
		1. i. Professional Planner - Andrew Hartwell
			1. Alternate - Katie Stringent
		2. Ii. Citizen Planner - William Campbell
			1. Alternate - Erica Kagle
* Responsible to attend meeting either in person or via telephone once a quarter

b. Professional Development Committee

 i. Amy Wiles, AICP - reappointed

c. Planning Officials Development Committee

 i. Kay Pierce - reappointed

1. 2015 State Conference Update
* Nicole to take Rachel’s place
* Nicole and Andrew on conference committee
* Steering committee meeting December 17, 2014
* Meeting with state staff to review progress to date and next steps
* Council invited to attend meeting
1. Budget update
* William will take on Rachel’s Treasurer responsibilities
* William to prepare brief budget (1-2 pages) by the end of 201
1. Workshops/Meetings/Socials
* Socials to take place twice a year once in winter and one in summer as organized by Erica
* Section workshops to take place in the spring and fall. Stormwater management possible topic as organized by Katie
* Next Section Council meeting to take place in February
	+ Marshall Township Bldg works well for all Council members
1. APA- PA Marcellus Shale Committee Update
* Lisa Cessna appointed
1. Old Business
* Katie Stringent to explore the increased use of social media as a tool to encourage section participation and to get the word out to section members
* Communicate with the SE section social media person for what works
* Is there a need for a section website?
* Look into professional platform for e-mail blasts, twitter, Facebook management
* All council members to think about possible ways to increase social media presence
1. New Business
* Treasurer Position Vacancy
	+ Rachael Richter has resigned as Treasurer of the Southwest Section of the Pennsylvania Chapter of the American Planning Association effective immediately.
	+ In accordance with the section bylaws (§ 5.5 Vacancies), the section council has appointed William Campbell by unanimous vote to fill the Treasurer position effective immediately. The term of office will be for the unexpired portion of the term of the office vacated.
1. Miscellaneous
* Need for a professional planner to replace Rachael
* Steve Wiedemer, AICP and Jeff Tepsic, AICP both potential candidates