APA MN Committee Chair Report Form (including Networking, Legislative Committee, Awards Committee, Law & Planning, Program Committee, Technology Committee, and Conference Committee)
Please send to tgoodroad@cityofdaytonmn.com 10 days prior to each Board meeting.

Date Submitted: _7/08/16________
Name of Committee Chair reporting: _Eric Weiss and Joe Janish

**Information Only Items**

1. Briefly describe committee activities since your last report.

   - Keynotes confirmed: Patti Gartland, Lisa Bender, Shawntera Hardy
   - Mayor believes he can make it for Welcome
   - Draft brochure is out to graphics person – expected to have back during week of July 11th for first review.
   - Awards are in process
   - Looking at “game room” in husky room
   - Budget continues to be tweaked
   - Meals are planned
   - Registration pages for website are being worked on.

**Items for which you are requesting action by the Chapter Board**

Please describe the type of action you are requesting (letter of support, approval of a budget line item, approval of workplan, etc.) Please provide background information for each item on which you are requesting Board action.

1. Action you are requesting of the Chapter Board (should be one sentence):

   a. Background information for your request:

   None at this time

2. Action you are requesting of the Chapter Board (should be one sentence):

   a. Background information for your request:

   None at this time
APA MN District Director Report Form
Please send to tgoodroad@cityofdaytonmn.com 10 days prior to each Board meeting.

Date Submitted: 7/11/16
Name of District Director and District which you represent: Erin Perdu, Metro

Information Items
1. Use the table below to list:
   a. Certification Maintenance activities in your district since your last report;
   b. Upcoming membership activities in your district; and
   c. Important activities that have occurred in your district since your last report
      that may be of general interest to the Chapter Board members.

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<tr>
<th>CM Activity since last report</th>
<th>Date/Location</th>
<th>Number Attending</th>
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<tr>
<th>Upcoming Membership Activity</th>
<th>Topic</th>
<th>Date/Location</th>
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<tr>
<td>DNR’s Hatchery Grounds Tour</td>
<td>Urban restoration</td>
<td>7/27 3pm, 1200 Warner Road, Saint Paul, MN</td>
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Other Important Non-membership Activities
Metro District Directors have discussed strategic approach to planning brown bags in the Metro and other worthwhile events. This involves collaboration with the PDOs and other committees, which we are currently undertaking!
APA MN Board Member and Liaison Report Form (including Chapter Administrators, Citizen Planner Director, USGBC Liaison, Past President, Faculty Liaison, APA Representative, AICP Region IV Representative, Region VI Student Representative, MDT Liaison, MPWA Liaison, Webmaven, MCPZA Liaison, and Newsletter Editor)

Please send to tgoodroad@cityofdaytonmn.com 10 days prior to each Board meeting.

Date Submitted: ______7/11/16__
Name of person reporting and position on the Board: _____Peggy/Otto Schmid
Co-administrators ______________

**Information Only Items**

1. **Important activities since your last report that may be of general interest to the Chapter Board members (please describe information-only activities briefly).**

   Gathered and submitted election materials for national APA to manage the chapter elections

   Sent letters for acceptance of conference presenters

   Finished bio packet for conference

   Finished first draft of brochure for conference

   Helped with chapter awards, and individual awards

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**Items for which you are requesting action by the Chapter Board**

Please describe the type of action you are requesting (letter of support, approval of a budget line item, approval of workplan, etc.) Please provide background information for each item on which you are requesting Board action.

1. **Action you are requesting of the Chapter Board (should be one sentence):**

   **We are requesting that the Board act on the nominations for Lifetime Achievement Award, Planner of the Year Award, and Gunnar Isberg Scholarship.**

   a. **Background information for your request:** Materials to make these choices will be in the hands of the members by the end of this week. Board members may act on the awards based on the established criteria.
2. **Action you are requesting of the Chapter Board (should be one sentence):**
We are requesting that the Board discuss and enact a policy covering complementary meals for award winners and others at the conference.

a. **Background information for your request:** There have been several requests for award winners to bring a large number of committee or company members to the awards dinner, with a request that the meals be complementary. No room exists in the budget for a large number of meals, but in the interest of equity, we need to discuss what is an acceptable policy to be used every year.