

**DAPA Council Meeting**  
**July 28, 2011**  
**10:30-11:30 a.m.**  
**Newark Municipal Building**  
**City Manager's Conference Room**

**Meeting Summary**

In attendance: Jonathan Justice, Kyle Sonnenberg, Kathy Wian, Julia O'Hanlon, Kelly Sherretz, Martin Wollaston, Jonathan Kirch, and Francis Tormen.

**I. Council voted to accept the May 26, 2011 DAPA Council Meeting Summary**

**II. Treasurer's Report**

See the attached report submitted by Martin Wollaston

**III. Membership Report**

No membership report for this meeting because the ASPA membership site is under construction. Jonathan will have a report at the next meeting. One additional DAPA member came in this month, bringing the total paid-up membership to 23. Ten DAPA members and a number of ASPA members whose memberships expired in the last few months have not renewed. Jonathan J. and Julia will send them reminders, encouraging them to renew.

**IV. Communications Report**

Martha Narvaez reported, via email, that the latest edition of the DAPA Reader was posted online this month. The next edition is slated for late fall. Martha requests that all Council members consider submitting an article or idea for the next edition.

Council requests the next edition be completed early enough in the fall to include invitations for members to attend the Annual Dinner (date TBD late August) and to vote in the Council elections.

Kyle Sonnenberg will consider submitting an article on the revitalization of Main Street, Newark. Committee activities, student research projects/presentations

and the “speed networking” program are other possible topics in addition to whatever items of interest DAPA members might want to contribute.

## **V. Program Planning**

Julia O’Hanlon presented the following proposals for Fall events:

### **“Speed-Networking” Session**

Twist on speed dating! This session would provide unique and fun opportunities for students, faculty, and other DAPA members to informally discuss their experiences and interests in small group settings. Timing of event should be considered (daytime versus evening so non students can attend?).

### **Student Research Showcase: Brown Bag Lunches**

Easy and simple venue for students to showcase research projects, papers, policy briefs, or internship experiences over the lunchtime hour. Wouldn’t be nice to know more about what our student members are doing and give them an opportunity to present their work?! Jonathan mentioned idea of including as part of the U.D. School of Public Policy & Admin. Research Seminar series (add another session/month).

### **Annual Dinner**

There seems to be an interest in continuing to partner with Delaware APA and potentially others on this event! If we do another joint event, we should determine who are partner contacts would be, and start planning in August.

Dave Edgell, President, DE APA confirmed with Julia that they are interested in holding another joint dinner with DAPA this year (may discuss opportunity to offer continuing ed portion for APA before event). The Program Committee is meeting 8/24/11 to plan out this year’s dinner and create a list of what needs to be done. We will then contact Dave to organize this with DE APA.

### **Considerations:**

Number of events to do this fall – what’s feasible given staffing and financial resources?

Partnering with other organizations on some of these activities:

-DE APA

-DEED

-DCR

**Council Feedback/Suggestions re: Proposed Programs:**

When describing/ marketing the Speed Networking session be clear about what participants can expect during and after the event (expected outcomes). Also, ask everyone, including students, to bring their business cards to exchange with others.

Other potential partners mentioned by council: DLLG, SCAT, SPPA, DANA, NCC

**Other Programs Discussed**

**Newark Walking Tour**

Martin participated in a Delaware American Planning Association (DE APA) meeting and asked if they might be interested in co-sponsoring this event with DAPA. APA's preference is for DAPA to plan and schedule the event and then bring them a proposal for their consideration. Other partners mentioned include Main Street groups. Martin Wollaston, Jonathan Kirch and Francis Tormen will work with Kyle to plan this out and aim to do this fall 2011 or spring 2012. Jonathan K. is taking the lead on scheduling.

**U.D. SPPA Celebrating 50<sup>th</sup> Anniversary**

There will be a day-long event in March 2012. More details will follow. Are there any events that DAPA is holding where we might want to highlight at the anniversary? Kelly will keep everyone in the loop. Kyle suggested getting information out asap especially for those who live out of town.

**VI. IRS Status Update**

The unincorporated ASPA chapter is one of 108 ASPA chapters and sections covered by ASPA's group exemption that are now listed on the IRS website as having their tax exemptions automatically revoked on May 15 for failure to file a Form 990 information return or 990-N e-postcard notice. Jonathan J. has a call in to ASPA's Patricia Yearwood in order to coordinate our activities with ASPA staff on plans to reinstate Delaware as well as the other 107 ASPA subunits.

Meanwhile, it makes sense to obtain a tax exemption for DAPA, Inc., which is not listed by the IRS as having its own exemption. This will involve a new application.

Jonathan and Martin will put this together, and may seek assistance from former Treasurer Bryan Sullivan as the move forward. Some changes to existing corporate documents may be required.

## **VII. Student and Public Service Awards**

### **Status report on Student Award**

Kathy and Julia will market this at the IPA New Student Orientation

Jonathan K. will send an email out to the DAPA listserv (members)

Jonathan J. will make an announcement and distribute flyers at the UD SPPA New Student Orientation

### **Public Service Award**

Martin previously proposed that Council consider changing the nomination process for this award. In the past, membership was formally solicited for nominations for this award which involves considerable administrative work for the committee members and providing for response time. Martin-'s suggestion was that the DAPA council would meet to nominate one or more people for the award. This may involve the nominating councilperson providing a short summary of the nominee's accomplishments, or to verbally present the nominee's qualifications. Council would then vote to select the recipient.

Council voted in favor of changing the process.

Martin Wollaston will chair/lead this discussion/process for the 2012 award.

## **VIII. Other/New Business**

### **a.) Website Content Additions**

*Jonathan J., Kathy, Corinne, Francis and Mark will work on this*

### **b.) Next meeting:**

*September 22, 2011 (there will be no August meeting)*

### **c.) We need a Nominating Committee**

*Jonathan Kirch will Chair, Kelly Sherretz and possibly Martha Narvaez (Jonathan Justice will ask Martha to be a member of this Committee).*

Respectfully submitted by Kathy Wian