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NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS 2014 ANNUAL REPORT

From the Chair:

My favorite phrase is "New Days, New Ways" and it sums up the fast pace of the Alliance since the first of the year. A quick overview of tactical outcomes January-June, 2014:

- Approved organizational metrics that position us as a top notch national non-profit in full compliance of 501 (c) (3) best practices.
- Revamped of our signature training program and primary source of income, CAMP, to meet the new challenges of preservation in today's climate.
- Planned the most successful FORUM in our history with attendance at 750. Site selection and organizing for 2016 is already underway.
- Targeted the membership development strategy to expand our reach to commissions in key states. All commissions deserve training to do their critical work and many have yet to discover what a tremendous resource the NAPC is to dedicated volunteers and hardworking staff.
- Adopted an ambitious publication schedule for our top notch publication, *The Alliance Review*.
- Surveyed our membership to ascertain what is important to you and how well we are meeting your needs.
- Welcomed non-board members to serve on NAPC committees.
- Partnered with the Advisory Council on Historic Preservation, the National Council of State Historic Preservation Officers, the National Trust for Historic Preservation and Preservation Action to advance our collective missions through effective and timely advocacy.
- Opened an application process to attract new CAMP trainers to meet the growing demands for our first rate training.
- Completed a rigorous self-assessment designed to attain financial success based on historical records and future projections. (Special thanks to past president Brian Goeken who put us through our paces.)

The biggest change of all is the departure of our dedicated Program Director, Paul Trudeau. Paul has been our steady day-to day presence and we will be missed after 5 years of leadership with the Alliance. When Paul announced his resignation the Board of Directors underwent a fast and furious feasibility study reviewing our staffing model and financial history. The result of our work is a return to the basic nonprofit staffing model of an Executive Director and part-time assistant. With great excitement and encouragement from our loyal sponsor, the College of Environment and Design at the University of Georgia and our patron Pratt Cassity, we are in the interview process and anticipate welcoming our new Executive Director in early September.

As always, your participation is invited on our active list serve, as a board or committee member, a contributor to *The Alliance Review*, a CAMP promoter in your state, a recruiter of new members and an all-round cheerleader for NAPC, whose mission is to build strong local preservation programs through education, advocacy and training. Thank you for your work on a daily basis to support the NAPC.

Very truly yours,

Esther Hall, Chair
NAPC Board of Directors

I. TRAINING

Commission Assistance and Mentoring Program (CAMP)

2013-14 was another good year for CAMP, with our signature training program reaching over 500 commission members and staff from across the country.

CAMP Retreat, Nashville, TN

In January 2014, the NAPC Training Committee hosted a two-day CAMP planning retreat in Nashville, TN, to discuss and analyze a revamp of NAPC's training programs. In addition to the committee, others in attendance included CAMP trainers and SHPO clients to help provide feedback and direction on the revamp process. Topics discussed included:

1. Analysis of core content
2. Devising new learning objectives
3. Reevaluating the intake and follow-up process for all CAMPs
4. Trainer expectations and selection of new trainers
5. New CAMP topics

New internal policies and procedures are being implemented by the Training Committee as a result of the CAMP retreat, and while the core goals of CAMP have not changed, NAPC will be able to offer a variety of new training options for clients depending on their needs.

Since our previous Annual Meeting on October 31, 2013 in Indianapolis, IN, NAPC held CAMPs in the following locations:

- November 8, 2013: Guntersville, AL
- January 11, 2014: Springhill, LA
- January 18, 2014: Ponchatoula, LA
- February 22, 2014: Bardstown, KY
- April 11, 2014: Magnolia Springs, AL
- May 2, 2014: Montebello, NY
- June 4-5, 2014: Norman, OK

In addition, we have verbal commitments and interest from the following communities to conduct CAMPs in the near future:

- August 22, 2014: Faribault, MN
- August 2014: Memphis, TN
- September 2014: Keene, NH
- September 2014: Hawaii
- October 24, 2014: Paducah, KY
- February 6, 2015: Denver, CO
- March 2015: Birmingham, AL
- May 2015: Little Rock, AR

Speakers Bureau Program

The following NAPC Speakers Bureau events were held:

- November 21-22, 2013: Danville, KY - *Defensible Decision-Making, Code Enforcement, Public Support*
- November 8, 2013: Eureka Springs, AR - *Standards and Guidelines, Local Preservation Roles*
- April 12, 2014: Mobile AL – *Design Guidelines*
- May 8, 2014: Arab, AL – *Design Guidelines, Meeting Procedures*
- June 13-14, 2014: Spokane and Everett, WA: *Mid-Century Modern Resources*
- June 25-26, 2014: Natchitoches, LA: *Demolition by Neglect, Substitute Materials*

On tap:

- August 1, 2014: Fairmont, WV – *Realtor Training Workshop*
- September 19, 2014: Portland, ME - *Running an Effective HPC meeting*

NAPC has also received inquiries for training workshops in San Francisco, CA and Coral Gables, FL

II. THE ALLIANCE REVIEW

Thanks to the hard work of our editorial committee, *The Alliance Review*, NAPC's bi-monthly member journal, continues to deliver a wide variety of articles and reports to assist our member commissions and staff. Beginning with our Forum 2014 issue, NAPC started to print front and back cover pages in color – a complement to our color digital version. The committee also shifted the production cycle so issues will reach our members in a more timely fashion.

Current issues include:

November/December 2013: Disaster Planning

January/February 2014: Beyond the Historic District: Designation Alternatives for Historic and Cultural Resources

March/April 2014: Forum 2014, Philadelphia

May/June 2014: Opening Doors: Broadening Interest in and Appreciation for Historic Preservation

III. GOVERNANCE

Policy Development

The Committee created or updated the following policies and forwarded them with a recommendation to adopt to the Executive Committee and subsequently the full Board:

- Conflict of Interest policy
- By-Laws
- Code of Conduct
- Whistleblower policy
- Code of Ethics
- Board Expectations Agreement
- Work on a records retention policy and an intervention policy will continue into the next fiscal year.

Board Development

The Committee revised the Call for Nominations for new board members and was pleased to receive more nominations of excellent candidates than there were vacant positions to fill.

New board members include:

- Michael Koop, Minnesota
- Caroline Labiner, California
- Sam Newton, Alabama
- Todd Scott, Washington
- Matt Synatschk, Texas
- Marcus Watson, Texas

Three additional excellent candidates were asked to participate in NAPC committees.

IV. BUDGET AND FINANCE

Thanks to a steady flow of training opportunities, increased membership, and great success of Forum, NAPC has been able to make scheduled payments to the University of Georgia for previous debt while remaining on solid financial ground. Fiscal Year 2014 reports:

**National Alliance of Preservation Commissions
Statement of Financial Position
5/31/2014**

Current Assets	
Checking Account Balance	\$ 74,905.00
Money Market Balance	\$ 5,324.68
Petty Cash	<u>\$ 200.00</u>
Total Cash Balance	\$ 80,429.68
Accounts Receivable	
Springhill, LA CAMP	\$ 7,000.00
Magnolia Springs, AL CAMP	<u>\$ 7,000.00</u>
Total Accounts Receivable	\$ 14,000.00
Pre-Paid Forum Expenses	<u>\$ 24,267.23</u>
Total Current Assets	\$ 118,696.91
 Current Liabilities	
UGA Contract FY 13-14	\$ 20,487.50
Deferred Forum Revenue	<u>\$ 35,243.60</u>
Total Current Liabilities	\$ 55,731.10
 Long-Term Liabilities	
UGA Contract FY 10-11	<u>\$ 91,283.23</u>
Total Liabilities	\$ 147,014.33

Membership Development

Although NAPC reached its membership projections for the 2013-14 fiscal year, the Membership Committee has been working hard to boost our membership base and generate more revenue for the organization. Accomplishments include:

- A membership drive in three pilot states: GA, LA, CT; lessons learned from this phase will be implemented in future pilot states: NY, CO, IA, and AL.
- Coordination with the Certified Local Government Program to offer complimentary memberships for newly-appointed CLGs.
- Complimentary NAPC membership to Pennsylvania Historic and Architectural Review Boards to help boost attendance at Forum 2014 in Philadelphia.
- A survey of NAPC members to gauge effectiveness of NAPC program offerings and to assist with Forum 2016 site selection.

V. Forum

With close to 750 registered attendees, Forum 2014 has raised the bar for future Forum planning! Thanks to the dedicated work Cory Kegerise, Chair of the Forum 2014 Steering Committee, and our strong partnership with Preservation Pennsylvania and the Pennsylvania Department of Transportation, Forum 2014 has exceeded all expectations. A few highlights and accomplishments:

- 745 registrants from 48 states and D.C.
- \$88,538.88 in total registration revenue, including base fees, ticketed events, merchandise sales, and transportation pass sales
- \$52,600 in sponsorship revenue, including grants from NTHP and IHPA, and advertising-only sales
- Over 80 session proposals submitted
- Implementation of advanced online registration system
- Successfully secured the Advisory Council on Historic Preservation and National Conference of State Historic Preservation Officers to hold annual meetings at Forum 2014
- Eight Commission Excellence Award winners/honorable mentions
- Awarded eight student scholarships from graduate programs in historic preservation

Planning for Forum 2016 is also underway. After a widely-distributed Request for Proposals, NAPC received eight applications to host Forum 2016. Our Selection Committee had the difficult task of narrowing down the field, as all eight proposals were strong in their own right. The 2016 host will be announced at Forum 2014, stay tuned!