FAEP BOARD MEETING MINUTES

September 2, 2011

12:03 – 1:30 EST

Conference Call

**In attendance:**

Erik Neugaard

Kristen Bennett

Victoria Colangelo

Erin Kane

Ed Currie

John Lesman

Paul Bowers

Jeff Marcus

Bruce Hasbrouck

Matt Miller

Elva Peppers

Kathy Hale

Arnaud Roux

Paul Lookey

1. **Approve Minutes**

August minutes- Motion to approve-Kristen Bennett

Second to approve by Kathy Hale

All aye

1. **President’s Report**

See new business

1. **Vice President’s Report**

Kristen has been coordinating with chapters to collect their upcoming meeting information to provide to NAEP. It was noted that the recent NAEP email did present the breadth of FAEP meetings and events - kudos to Kristen for her efforts!

1. **Treasurer’s Report**

$14,203.01 in checking acct

$24,743.00 in Money Market

Victoria requested chapters to submit budget requests for the 11/12 budget. She sent request forms to all chapter through Google groups. Chapter reps should forward to treasurer and remind to discuss with their boards.

Victoria will prepare a draft budget for discussion and approval at the October meeting.

Bruce reported that he and Victoria are continuing researching a better rate for the Money Market acct. and will return next month with a recommendation.

1. **Secretary’s Report**

No report

1. **Association Administrator’s Report**

816 current FAEP members

66 Memberships processed in August

95 renewal notices sent out

154 NAEP members

Numerous emails and phone calls have been responded to.

Coordination with the NE chapter occurred to set up the MemberClicks on-line registration and payment forms on the website.

1. **Chapter Reports**
* **John Lesman – CN**

The August meeting went well with a legislative update by Erik Olson. The September meeting will feature Tracy McCommon from Nature Wise discussing balancing conservation and development. The chapter is working on their annual fall social held in November.

* **Ed Currie – NE**

A well attended event was held in August with Susan Grandin from the Trust for Public Lands. The fall conference in September will feature Secretary Herschel Vinyard from FDEP as well as representatives from JEA, JPA, CSX, and Representative Lake Ray, PE.

Discussion was held regarding chapter boundaries. Erik is working towards setting up a new chapter in Gainesville. In order to do so, NE chapter's boundaries would change. Ed has made his board aware of the proposed change, but no resolutions has occurred.

Erik will send a letter requesting a letter on intent or something formal acknowledging the change and approval to form a new chapter within the current NE chapter boundaries. The NE chapter will need revise their Bylaws to reflect the change.

* **Mary Gutierrez – NW**

 Mary provided an email outlining the chapter's events

* **Jeff Marcus** – SO

The chapter is holding a special weekend event with the Florida Keys National Marine Preserve. The event will include speakers on coral reefs and cultural issues of the Keys. There will be diving, snorkeling, and kayaking as well.

They are working on SFAEP's conference location at FIU, there will be 4 panels with Attorneys and regulators about regulations changes.

* **Matt Miller** – SW

The chapter had a networking event in August. The next three meetings will be held in Sarasota to increase interest there. September is presentation from Royal Gardner the Dean of Stetson University College of Law. October will feature a representative from Sarasota county discussing their Manatee Protection Plan. In November they will have a presentation from Manatee County on their new county wetland regs.

Erik inquired about an APA chapter in their area that may help with AICP certification points for their presentations. Matt is to send an email to Erik requesting in identifying a good contact person.

* **Paul Bowers** – TB

TBAEP has submitted their request to sponsor the NAEP 2014 conference. Discussion was held until the New Business item.

The chapter sent its budget request to Victoria.

The August lunch meeting was about managing sea level rise. The August networking event had approximately 100 people attend. September lunch meeting is about permitting approach to FDEP and the networking event is scheduled for the 29th. October is EPC regarding groundwater cleanups and the annual member appreciation dinner will be December 1st. They are expecting 140-150 people and 20 exhibiters.

* **Arnaud Roux** – TC

The August meeting planned in downtown Stuart featured Dr. Shirley Pompino about her deep sea research and a networking event afterwards. The Annual conference is shaping up well. There are 16 sponsors. Discussion held until Old Business.

* **Elva Peppers – TL**

The August meeting included Julie Wraithmell from the Florida Audubon speaking about the marsh cleanups and the oil's impact on birds. 28 people attended which is lower than their average of 40 people, maybe attributed to the summer. Up to 58 members.

September is a networking social and October will feature Paul Looney discussing NAEP and ABCEP's SEP program. They are working on a website update. The chapter has secured meeting sponsors until the December meeting.

Elva asked about financial and requested a blank budget. Bruce to send one to her. She also inquired about the logo and if there was a requirement to use the NAEP red circle and the wave. Discussion was held regarding the NAEP Trademark. Elva is to coordinate with NAEP regarding their proposed logo and the use of the NAEP's tradmarked items.

Elva inquired about her email requesting to include tracking of how a new member heard of FAEP. Teri will look at the current form and prepare a mocked up version to send to the Board for review and comment.

Discussion was held regarding Group membership rates. It included the benefits and the effort to automate. The chapters are encouraged to remind members about the group rate.

**VII. Old Business**

* 2011 FAEP Annual Conference

Treasure Coast chapter has continued to collect abstracts from the speakers. So far there are 15 RSVPs. Discussion was held regarding the registrations and other information about the conference.

Bruce is to send the most recent flyer to the data base. Arnaud will prepare an email to the data base regarding RSVPs.

* 2014 NAEP Annual Conference

TBAEP's 2014 Conference committee submitted a proposal to host the 2014 Conference. The FAEP 2014 Conference committee reviewed the proposal. There was discussion regarding the ability of other chapters to prepare a proposal. The issue has been discussed at several board meetings. Kathy indicated she support TBAEP's efforts in coordinating and preparing the proposal.

Erik will send an email to the chapters asking them to submit a request if they are interested in hosting the 2014 NAEP conference. Kristen supports sending the request to assure the chapters are aware of the opportunity.

* Tax filings

The 2009 tax return was finalized and reviewed by the executive committee. It was discussed if any other board member was interested in reviewing, contact Bruce. The Board approved that the tax return be filed. Kathy, Victoria, and Bruce will look at the cost of having an outside accountant review the return.

* Centralized tax and state filings

Bruce presented a proposal for the BOD to have the tax filing and state filings centralized. Discussions were held about the costs and the benefits. It was noted that a chapter can elect to file on their own. Bruce is to send out examples of the forms to the Board. Bruce is to send a copy of the IRS Subordinate Chapter listing to the chapters. Kristen questioned whether a "to do list" can be prepared for the chapters to use. No resolution occurred.

* Email blast

Kristen discussed the email blast that she sends to NAEP. She will provide what is provided to her and what she can glean from the websites. Kristen will send another request to the chapters to provide her the information

1. **New Business**

None Discussed

1. **Upcoming Meetings**
* September 23rd FAEP Annual Conference (Erik will work on setting up lunch for Board members that attend).
* October 7th BOD Meeting
1. **Adjournment at 1:30**