

**FAEP BOARD MEETING MINUTES**

**September 13, 2013**

**12:00 - 3:00 p.m.**

**Call-in number: 1-866-692-5721 Password is 6569815.**

1. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Name** | **Attendance** | **Proxy** |
| Kristin Bennett – President | yes |  |
| Erik Neugaard - Past President | yes |  |
| Mary Gutierrez- Vice President | yes |  |
| Amy Guilfoyle  - Treasurer | yes |  |
| Melissa O’Connor - Secretary | yes |  |
| Bruce Hasbrouck - NAEP Representative | yes |  |
| Jennifer Cummings - Central Chapter | yes |  |
| Leslie Detlefsen - Northeast Chapter | no |  |
| Amy Mixon- Northwest Chapter | no |  |
| David Bogardus - South Chapter | no | Erik Neugaard - reporting |
| Matt Miller - Southwest Chapter | yes |  |
| Elva Peppers - Tallahassee Chapter | yes |  |
| Tim Terwilliger - Tampa Bay Chapter | yes |  |
| Dianne Hughes - Treasure Coast Chapter | no | Arnoud Roux - reporting |
| Erin Kane - At Large Member | yes |  |
| Alexis Preisser - At Large Member | yes |  |
| Courtney Arena – At Large Member | yes |  |
| John Lesman – At Large Member | no |  |
| Ray Fajardo - USF St. Pete chapter | no | Melissa Butcher - reporting |

1. **Approve August Minutes**

**Motion by: Mary**

**Second by: Bruce**

**All aye**

1. **2013 Annual Conference**

Jennifer Cummings reported: ~200 attendees, exhibit hall worked very well, sessions went well, good coverage for sponsors, several attendees from out of state. Westerfelt is a dual sponsor. Three different drilling companies participated. It may be beneficial to have courses for Engineers and attorneys CEUs. Kristin added that FAEP is working on getting CEUs for various professional groups.

1. **President’s Report** – Kristin Bennett
2. **Old Business** 
   1. Reminder to include FDACS language**:** *FDACS Registration Number XXXXX*. A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE. Registration information may be obtained by calling 1-800-HELP-FLA (435-7352).

Kristin reminded al the chapters that this language must be included on all solicitations, invoices and information about solicitations. She suggests that it be added as a footer on all documention.

* 1. Reminder: Elections for the 2014 Board. 2 at-large positions are up for election.

Elections will be coming in the fall, Kristin and Mary's terms will be expiring at the end of this term. She reminded the local chapter reps that everyone is a board member whether your are elected or a local chapter representative.

1. **Treasurer’s Report**
   1. **Proposed FY 2013-2014 Budget**

The draft proposed budget prepared by Kathy Hale was distributed and discussed.

Bruce:

Income is based on 1025 members, other income items were carried forward from last year.

A discussion of the proposed income and expense line items ensued with a goal of reaching a final budget for 2013-2013. See attached.

**Motion: Elva Peppers No separate FAEP annual conference in 2014**

**Second: Mary**

**11 ayes**

**2 opposed**

**Melissa O'connor -Motion to accept today's proposed budget: Melissa O'connor**

**Second-Erin Kane**

**Aye: all**

1. **New Business**
   1. **FLERA**

Kristin will distribute more information about the discussion with FLERA in a following email.

1. **Administrator’s report** – Teri Hasbrouck (sent via email)

Bruce reported that almost 200 people are expiring in Sept. due to the membership drive last year.

Teri will supply the list to the chapters, of individuals who are due in Sept.

1. **Vice President’s Report**

No report

1. **Secretary’s Report**

No report

1. **Chapter Discussion**:

* Southwest - Matt Miller

No report

* Treasure Coast – Arnaud Roux

Sept. 17 - USAC mitigation rule presentation.

Oct 23-25 - Hydric Soil workshop for all FAEP members, $15 extra for non-TC members $350 cost (12 spots)

Nov. 13 - Dolphin Research in the Bahamas, Dr. Hearst

* Northeast – Leslie Detlefsen

Not present.

* Tallahassee Area - Elva Peppers

Member appreciation tour

Networking event and social

* Central – Amy Guilfoyle

No report

* South – Erik Neugaard

Nov. 1 - Natural water resources symposium at the Coven Center at FIU with 2 focus areas including TMDLs

Sept. 19 - Luncheon at Oyster Bar Miami-Dade County land use and growth management

* Tampa Bay Area - Tim Terwilliger

Sept. 18 - Bill Brammell presentation Mosaic's Scrub Jay Translocation Project

Sept. 26 - Networking social

The chapter has asked Board members to sign a confidentially agreement to limit use of chapter information for chapter business and not their own business purposes. Erin will share the form with the FAEP Board.

The chapter had a bowling event fund raiser for the USF Student Chapter.

The Chapter is conducting a logo contest with a $500 prize.

The annual photo contest has ended and winners will be announced shortly which will go into the calendar.

Nov. 14- Annual Falliday Membership Appreciation Event

* Tampa Bay USF Student Chapter - Melissa Butcher

Sept. 16 - Next chapter meeting

Sept. 13 - Board meeting to discuss appropriate expenses and activities with the chapter's budget. Also discussion on appropriate activities should the chapter become dormant.

* Northwest - Mary

Sept. 2 - Lunch & Learn, RESTORE Act topic

Oct. 18 - Annual Symposium; Land use, water quality, air quality, public health

Nov. - Partnering on a 3-day event

Dec. 4 - Holiday social on Pensacola Beach and award program

1. **Action items and due dates summary of motions (Teri**)
2. **Upcoming Meetings**
   1. October 14 FAEP BOD
   2. October 18 – NAEP 2014 conference committee and networking social – St. Pete

Students invited.

* 1. October 19 – NAEP BOD meeting – St. Pete

1. **2014 and beyond planning/strategy session** 
   1. To help define the future of the FAEP.  Please consider the following questions as discussion items for the brain-storming part of the meeting:
2. What could FAEP do to help the chapters more?
3. What should be the role of the FAEP?
4. What could be the most effective role of the FAEP Board?
5. Should FAEP have an annual meeting in 2014 in light of the NAEP 2014 being held in St. Pete?

Courtney suggested that FAEP might think of an alternative event next year such as a networking event, workshop, etc.