

**FAEP BOARD MEETING MINUTES**

**June 15, 2015**

**12:00 – 1:00 p.m. EST**

**Call – In Number: 605-475-4000**

**Code: 607028#**

1. **Call to Order –** Amy Guilfoyle 12:03PM EST
2. **Roll Call –** Elva Peppers

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| **Name** | **Attendance** | **Proxy** |
| Amy Guilfoyle – President | Yes |  |
| Mary Gutierrez- Past President | No |  |
| John Lesman  - Vice President | Yes |  |
| Melissa O’Conner - Treasurer | Yes |  |
| Elva Peppers - Secretary | Yes |  |
| Bruce Hasbrouck – Parliamentarian | No |  |
| Teri Hasbrouck - Administrator | No |  |
| Jennifer Cummings - Central Chapter | No |  |
| Stan Stokes - Northeast Chapter | No |  |
| Amy Mixon- Northwest Chapter | No |  |
| Stephanie Voris - South Chapter | Yes |  |
| Lauren Edinger - Southwest Chapter | Yes |  |
| Elva Peppers - Tallahassee Chapter | Yes |  |
| Tim Terwilliger - Tampa Bay Chapter | Yes |  |
| Paul Fitzgerald - Treasure Coast Chapter | No |  |
| Courtney Arena – At Large Member | Yes | Left at 12:33 |
| Todd Hodgson– At Large Member-NAEP Representative | Yes |  |
| Debbie Madden- At Large Member | Yes |  |

1. **Approve May 2015 Minutes**

Tim made a motion to approve, Melissa seconded. Motion carried.

1. **Treasurer’s Report** – Melissa O’Conner

The budget vs. expenses shows $4,500 over budget because of the Memberclicks pre-payment. By year end it will rectify.

1. **Secretary’s Report** **–**Elva Peppers, No items to report.
2. **Vice President’s Report –** John Lesman; No report
3. **President’s Report** – Amy Guilfoyle

Committee Updates

* 1. Membership- Debbie to discuss with Tampa Bay, Paul and Lauren about membership drive ideas. Sponsor recognition package Courtney to forward a sample. There will be discount pricing for the FAEP conference for members & students, which will be determined at the July 1st conference meeting.
  2. Sponsorship- Todd reminded that there are ad-on sponsorships; Need a July calendar sponsor; Elva suggested that BOD members target sponsors- need to come up with list of current sponsors (on the website). The website was to be updated in a couple weeks. Tim reminded that we all need to include the FDACS language on all sponsorship solicitations.
  3. Mentoring- BOD to travel around state asking for comments & assistance. Update this effort in July.

1. **Administrator’s Report** – Teri Hasbrouck. See the member report. 849 current members; 115 NAEP
2. **Old Business** 
   1. Conference Update- Courtney- there are enough abstracts as of the date of June 15th, Sponsorships need to continue, opening for registration is targeted for July 1st, they need to finalize the agenda prior to the registration opening, discussion about having a BOD meeting in person after the conference. A suggestion was made that a short presentation be included during the conference detailing information about FAEP. This could be done by the BOD members. Have table/booth for Chapters to share information about themselves.
   2. NAEP- Discussion about Affiliation agreement. The FAEP only qualifies for one representative since membership is below 150 members. They may include $50 payment to chapters for NAEP members in a separate agreement, this may be handled as a trial run only. This is an effort to boost membership in NAEP.
3. **BOD Member Updates**
   1. Tim Terwilliger- Has applied for a new CEU certification for PE’s. There were some changes, but nothing of concern.
   2. Stephanie – South Chapter- the lionfish derby raised $600 at UM. Their luncheon will be about the African land snail; the chapter is trying to get more Dade county members; they will be presenting about solar uses and innovation.
   3. Elva- TL- elections in July; luncheon is legislative update; mentioned IFAS invasive plant ID workshop coming up.
   4. Tim -Tampa Bay- They will be having elections; luncheon topic is WQ in Tampa Bay
   5. Lauren- SW Chapter- Grass ID workshop; had to turn people away because of high interest; increased membership because of discount for members; will pass along information about the class to BOD.
   6. Amy- Stagger chapter events so members can attend more than one chapter meeting without conflicts. Possibly do a shared calendar through Memberclicks; chapters discussed regularity of meetings; Some chapters have random meetings based upon availability of BOD and some have regularly scheduled events.
4. **Action Items (if any)**  - Elva Peppers

Elva- work on Board Book & get input from chapters.

Help with targeting sponsors for conference (discuss further at July meeting)

Debbie- Membership drive development

BOD/Amy- travel around state to discuss member needs.

Amy/Teri- does memberclicks have a shared calendar function?

Bruce will draft selection criteria for Lifetime Achievement award.

Courtney- short presentation at conference about FAEP/NAEP benefits

1. **Adjournment** 1:03PM