

# FAEP BOARD MEETING AGENDA

7 Sept 07

11:30 – 1:30

## I. Approval of July 2007 Meeting Minutes

- No minutes distributed.
- Action postponed to next meeting.

## II. President's Report

## III. Chapter Reports

### Bridgett Tolley- CN

- Great July meeting on Gopher Tortoises
- Purchased Directors liability insurance

### Ed Currie - NE (unable to attend)

### Paul Looney - NW

- They are up and running with approximately 15 members
- Co-sharing their Presidency with Barbara Albricht

### Kevin Carter - SO

- Alternative water sources at next meeting
- November is Wetlands

### Debbie Tyson -SW (unable to attend)

### Heather Maggio-TB

- October 19<sup>th</sup> – Wetlands workshop scheduled for October 19<sup>th</sup>. Morning in the classroom and afternoon in the field
- November is their “Falliday”. Purchased insurance for the one day because there is alcohol at the event.

### Mary Lindgren - TC

- September 21<sup>st</sup> speaker is Kim Love about the Loxahatchee River Restoration
- October 25<sup>th</sup> is their annual networking reception

### Curtis Watkins - TL

## IV. Membership Report

- Cleaning up files and need assistance of chapters to verify member information.
- New membership forms and change of address forms will be available online for downloading in word document
- ACTION ITEM: What can FAEP provide to the chapters that would benefit them? An example provided was a standardized workshop that could be presented each month at a different chapter meeting. The chapter would not need to identify a speaker or format for that month. Bring information to next meeting
- Email blast will be sent at the beginning of each month by the Administrator to all FAEP members listing the chapter meetings for that month.
- Please remember that Bruce Hasbrouck has provided every chapter with a pdf letter that should be sent to each new member by the local chapter, welcoming them to FAEP.

## V. Treasurer's Report

- Still working out the finances since the transition
- ACTION ITEM: Submit funding requests from the chapters and officers by 9/15/07 to Kathy Hale
- Chapter dues refunds will start coming directly from Wachovia through the online bill pay. Please pay attention to the subject line for the payment period.

#### VI. Association Administrator Report

- Working on cleaning up website. Have updated with new information. Still more work to be done.
- Still working out the membership list. Will be going back through the application since some members are not showing up in the database.
- New email address forthcoming – [info@faep-fl.org](mailto:info@faep-fl.org)
- ACTION ITEM: Bruce Hasbrouck has a matrix that needs updating with information regarding each chapter. He will resend this to all.

#### VII. Old business

- Job Listings
  - Reviewed sub-committee report about job listings on web. Decided to monitor the process to determine if there should be a fee at some point for non-members.
- Insurance
  - NAEP has directors and officers insurance for \$1,000/year. Can't add insurers under this policy
  - The General Liability with NAEP can add for chapters. However, members aren't covered. Under this policy, it is considered that members are suing themselves when they make a claim against the organization.
  - Central Florida Chapter has purchased insurance. They have to purchase an additional rider for events that provide alcohol.
  - Currently, chapters are getting their own insurance.
- Committees – Following volunteered to chair committees. Still need Newsletter chair.
  - Internet – Bridgett Tolley
  - Newsletter
  - Membership – Don Deiss
  - Awards – Erik Neugaard

#### VIII. New Business

- Membership Renewal Dates
  - Bruce Hasbrouck proposed changing membership renewal dates to the member's anniversary rather than January 1<sup>st</sup>. Notice will be sent to members 60 days prior to renewal, then again at 30 days, by FAEP's administrator.
  - Kathy Hale motioned for approval, second by Don Deiss. All approved.
  - Bruce Hasbrouck motioned to standardize all membership application forms. It was second by Don Deiss. All approved.
  - ACTION ITEM: Each chapter needs to have the same membership form. Please submit to the Danielle Weitlauf.
- NAEP Board Retreat
- Student Chapters

IX. Upcoming Meetings

- October –TeleCon (Budget Discussion)
- November – Ex Comm
- December - TeleCon

X. Adjournment