

**FAEP BOARD MEETING AGENDA**

**July 22, 2016**

**1:00 – 3:00 p.m. EST**

**605-475-4000 (code 607028#)**

***Lunch and “Favorites” Discussion***

1. **Call to Order –** Amy Guilfoyle
2. **Roll Call –** Debbie Madden

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| **Name** | **Attendance** | **Proxy** |
| Amy Guilfoyle – President | Y |  |
| Mary Gutierrez – Past President | N |  |
| Tim Terwilliger – Vice President | Y |  |
| Debbie Madden – Secretary (At large) | Y |  |
| Tim Perry – Treasurer (At large) | Y |  |
| Bruce Hasbrouck – Parliamentarian | Y |  |
| Teri Hasbrouck – Administrator | N |  |
| Hannah Rowe – Central Chapter | Y |  |
| Stan Stokes – Northeast Chapter | N |  |
| Ashley Jansen – Northwest Chapter | N |  |
| Stephanie Voris – South Chapter | N |  |
| Arielle Poulos – Southwest Chapter | N | Y-Chris Griffin |
| Echo Gates – Tallahassee Chapter | N |  |
| Paul Fitzgerald – Treasure Coast Chapter | Y – via telephone |  |
| Courtney Arena – At Large Member | N |  |
| Todd Hodgson – At Large Member | Y |  |

1. **Approve June Minutes**

Secretary did not circulate the June 2016 meeting minutes prior to the meeting. Approval of June minutes will be on August meeting agenda.

1. **Treasurer’s Report**

Tim Perry gave the Treasurer’s report on income and expenses for the month.

1. **Secretary’s Report**

Debbie had nothing to report.

1. **Vice President’s Report**

Tim T. reported that he attended the NAEP Chapter committee meeting. Kristin Bennett attended also. Tim volunteered to attend the next one.

1. **President’s Report**
   1. Membership Committee – Debbie reported that the membership committee has a few initiatives that it would like to include in the Annual Conference as member appreciation. These are (1) chapter ribbons to recognize which chapter each person is a member of (hopefully to show who is a member and be a conversation starter), (2) recognize members during a full session, by asking those who are members to stand and remain standing based on number of years of membership, and (3) member appreciation raffle. The Membership Committee asks that each Chapter donate an item for the membership appreciation raffle. Raffle tickets would be given to the conference attendees (2 for members, 1 for non-members), and the attendees can select which item to put their raffle ticket in. Tampa Bay chapter has donated a golf package. Other chapters can donate something of equal or lesser value. The membership drive associated with the conference is ongoing, and the Board will ask Teri for an update on the membership drive at the next Board meeting.
   2. Sponsorship Committee – Amy reported that we have had a sponsor every month this year.
   3. Mentoring Committee – Bruce attended the SW Chapter Board Meeting and social in July.
2. **Administrator’s Report**

June had 47 renewals, which is lower than the 75 renewals per month needed to maintain our current membership. Six people renewed to date in July. In July and August, 124 people have renewal dates. NAEP membership is currently 101.

1. **Old Business** 
   1. Conference Update – To date, 54 room nights are committed. The conference committee budgeted $10,000 for sponsors, and has $10,500 in sponsorship to date. Tampa, South, Central and Treasure Coast are providing sponsorships of $250. Tim P. will check with the Tallahassee Chapter on sponsoring. For Exhibitors, there are 20-30 spots, but there are only five spaces full. Registration for a booth is available online.

For speakers, there are 34 abstracts, and each track needs 12 each, so more speakers are needed. The key note speaker targeted was initially Curt Clawson (house of representatives); however, he has not been confirmed, and the committee is thinking it will approach the Executive Director of the SFWMD to discuss the role of the environmental professional in restoration. August 25th is the next conference meeting. Teri is planning to hold a session on FAEP for the chapters at the conference.

If Tallahassee Chapter confirms it will host the 2017 Annual Conference, an announcement can be made at the Annual Conference to “pass the torch”.

1. **New Business**

For discussion at upcoming meetings, the budget will need to be voted on in September. The Administrator’s contract will be considered in August.

1. **Chapter Discussions (as time permits)**
   1. Tampa Bay – Tim Terwilliger – Bruce reported that a new chapter administrator has likely been selected. In June, TBAEP hosted a joint meeting with ASCE on multi-modal centers, with 60 people in attendance. TBAEP will also start its photo contest on August 1st, and in August, will host a luncheon with SWFWMD presenting on GIS. The TBAEP annual board retreat is coming up and TBAEP is hosting a women in STEM evening event.
   2. Treasure Coast – Paul Fitzgerald – August meeting speaker is Kristin Bennett on mitigation banking. TC chapter hosted a turtle walk last month that was well received. In October, the chapter is planning a panel on blue green algae.
   3. Central – Hannah Rowe – Central had elections and Jennifer Cummings is the new president, with Todd Hodgson moving on to Past President. Central’s next event will feature Ed Meyers on remediation.
   4. Northeast – Stan Stokes - No report
   5. Northwest – Ashley Jansen – No report
   6. Southwest – Chris Griffin – The Chapter is focusing on the upcoming conference
   7. South – Stephanie Voris – Debbie reported that the South Chapter is hosting a training event on August 18th for conducting GPS tree inventories.
   8. Tallahassee – Echo Gates – Tim P. reported that Tallahassee hosted a meeting on sea level rise with Danielle Irwin presenting, and is hosting a social next month.
2. **Upcoming Meeting – Aug 15**
3. **Review Action Items (if any)**
4. **Adjournment 2:45PM**