

**FAEP BOARD MEETING AGENDA**

**June 20, 2016**

**12:00 – 1:00 p.m. EST**

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

**Call to Order –** Amy Guilfoyle – Meeting called to order at 12 P.M.

1. **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 – Treasurer (At large) | Y |  |
| Tim Perry – Secretary (At large) | Y |  |
| Bruce Hasbrouck – Parliamentarian  | Y |  |
| Teri Hasbrouck – Administrator | Y |  |
| Hannah Rowe – Central Chapter | Y |  |
| Stan Stokes – Northeast Chapter | Y |  |
| Ashley Jansen – Northwest Chapter | N |  |
| Stephanie Voris – South Chapter | N |  |
| Arielle Poulos – Southwest Chapter | Y\* |  |
| Echo Gates – Tallahassee Chapter | Y |  |
| Tim Terwilliger – Tampa Bay Chapter | N |  |
| Paul Fitzgerald – Treasure Coast Chapter | N |  |
| Courtney Arena – At Large Member | N |  |
| Todd Hodgson – At Large Member | Y |  |
| Elva Peppers - Guest | Y |  |

 \*Change Arielle to SW Chapter rep

1. **Approve May Minutes**

Hannah moved to approve, Tim P. seconded. Board voted to approve the May meeting minutes

1. **Treasurer’s Report**

Tim Perry gave the Treasurer’s report. A notable expense last month was the annual memberclicks renewal.

1. **Secretary’s Report**

Debbie and Elva had nothing to report.

1. **Vice President’s Report –** no report
2. **President’s Report**
	1. Membership Committee – Debbie will send a calendar appointment for the June 27th committee meeting.
	2. Sponsorship Committee - $50 sponsorship needed for monthly announcement.
	3. Mentoring Committee – Amy asked if there are any events of importance for the mentoring committee to attend in July. Bruce mentioned the Florida Chamber Environmental Permitting Summer School in Orlando over July 20-22nd. Amy asked if any Board members are planning to attend, and eight people said yes, three said no. Amy is planning for the next FAEP Board meeting to be an in person lunch on July 22nd, at 1pm. Panera Bread has meeting room available. Amy will send address / phone. Debbie will send calendar appointment. Some miscellaneous funds for special projects may be available for lunch.
3. **Administrator’s Report**

Teri reported that FAEP currently has 889 members (compared to 849 last year); we are doing a good job on getting expired membership to renew, and there were 51 new and renewing members this month. This number is slightly low but good for a slow summer month.

1. **Old Business**
	1. Conference Update – Arielle said we have 10 commitments for sponsorship, 7 have paid $5500 in sponsorship, some registrations, 12 speaker abstracts have been submitted. Arielle will let us know what is needed after next SW Chapter Board meeting. Teri will send out another announcement regarding the call for abstracts. July 15th is the deadline for speaker abstracts. FAEP Board members were asked to help bring in sponsors and abstracts.
	2. July in-person meeting – see above.
	3. Newsletter articles – Due June 23rd – We have one article in from Stephanie. Amy will submit the legislative update. Teri will check on allowing Amy to upload word documents to memberclicks.
2. **New Business**
	1. Bruce asked whether we are able to set up a table for FAEP to put out brochures and membership information at Environmental Permitting Summer School. Amy will ask Linda if we can get one. Arielle said the SW Chapter has no objection if Linda requests a reciprocal table. Bruce will put together a year in review handout. Tim T. has some brochures for FAEP and NAEP.
	2. Bruce reported that he is continuing to work with the Chapters on the FDACS filing. At FAEP conference, Bruce suggested having a Chapter workshop, to help everyone understand the state filings, memberclicks, discussion of what has made each chapter successful, membership drives. Details regarding the FDACS filing and sunbiz registrations for officers and board members could help with cost savings going forward. Bruce requested that NE Chapter cover the cost of the state registration change that is needed because the budget is exceeded. If there are any elections and officer changes, it was requested that the information be sent to info@faep.org
	3. Teri said we post jobs on our website and we get a lot of hits from non-members. It gets the word out. We do not charge currently for posting job postings. It is under the “Employment” section on the website.
3. **Chapter Discussions (as time permits)**
	1. Northwest – Ashley Jansen – no report
	2. Southwest – Arielle Poulos – SW Chapter had tour of Celery Fields on Friday, and social planned is planned for July 21st.
	3. South – Stephanie Voris – no report
	4. Tallahassee – Echo Gates – On July 13, Tallahassee will have a luncheon at Beef O Brady’s, with Danielle Irwin presenting on Sea Level Rise. Tallahassee polled its membership through a member appreciation event, and they selected this topic.
	5. Tampa Bay – Tim Terwilliger – Tampa Chapter has a lunch coming up on June 29th with ASCE on evaluation of logistics led economic development. A July 14th social is possible.
	6. Treasure Coast – Paul Fitzgerald – no report
	7. Central – Hannah Rowe – Central Chapter is taking a break in July, resuming regular schedule in August, with Ed Meyers on remediation and site development. September will be a social.
	8. Northeast – Stan Stokes – Northeast is hosting a luncheon on Thursday, June 23rd re: tank inspections, in Jacksonville, with Missy Bergens with LG2. For July, nothing is formally scheduled yet, and Northeast will likely plan a social.
4. **Upcoming Meeting**

Friday, July 22nd at Panera at 1PM. No phone will be available in the room, but we will use cell phone for dial in.

1. **Review Action Items (if any)** – none.
2. **Adjournment** – 12:47 PM