**X**

**FAEP BOARD MEETING MINUTES**

**December 27, 2018**

**12:00 p.m. (EST)**

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

1. **Call to Order**
2. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Name** | **Attendance** | **Proxy** |
| Tim Perry – President | X |  |
| Amy Guilfoyle – Past President |  |  |
| Ryan Goldman – Vice President |  |  |
| Elva Peppers – Treasurer | X |  |
| Hannah Rowe – Secretary |  |  |
| Bruce Hasbrouck – Parliamentarian | X |  |
| Teri Hasbrouck – Administrator |  |  |
| Hannah Rowe – Central Chapter |  |  |
| Stan Stokes – Northeast Chapter | **X** |  |
| Ashley Jansen – Northwest Chapter |  |  |
| John Abbott – South Chapter |  |  |
| Arielle Poulos – Southwest Chapter | **X** |  |
| Echo Gates – Tallahassee Chapter |  |  |
| Tina Fritz – Tampa Bay Chapter |  |  |
| Susan Mason – Treasure Coast Chapter | X |  |
| Todd Hodgson – At Large Member |  |  |
| Tom Mullin – At Large Member | X |  |
| Jill King – At Large Member |  |  |
|  |  |  |

A majority of the board or their proxies shall constitute a quorum.

1. **Approval of November Meeting Minutes –** Did not have a quorum present.
2. **Past-President’s Report –** Nothing to report.
3. **VP’s Report -** Nothing to report.
4. **Treasurer’s Repor**t – Bank United balance - $25,635.91. Wells Fargo $18,653.86.

Income was $5,975.00 with expenses of $2,368.56. YTD balance is $1,835.77.

1. **Secretary’s Report –** Nothing to Report
2. **Administrator’s Report** - 89 memberships processed, 23 new and 66 renewals. TBAEP had an increase of 4 members year-over-year. Teri has started working with Memberclicks for the website upgrade and transition to new membership data management.
3. **President’s Report**
   1. Board Goals for 2019
   2. January Calendar -- Send Events and Flyers for Special Events
   3. NAEP Update
      1. NAEP *Environmental Practice* and Newsletter Call for Articles and need for sponsorships.
      2. NAEP Rebranding Update – Tim provided a power point presentation and discussed that NAEP is working on an advice document for use of the NAEP logo in developing FAEP or Chapter logos.

1. **Old Business** 
   1. At-Large Board Election Nominations

Four nominations were received for two open spots. Ballots were sent to the membership. SW had members comment about the need to sign and return ballots as an inconvenience and lack of anonymity. Recommended Survey Monkey or some other means.

It was discussed to have an ad-hoc committee review procedure before next election to determine if a better method is feasible.

* 1. 2019 Conference – Tampa. Update provided. Committee has been meeting and coordination is occurring. Bruce, Tim, and Amy will be going to Tallahassee to meet with agencies for their participation in the conference. Meetings include FWC, FDEP, FDOT, and Florida Ports Council.
  2. 2020 Conference – Fort Lauderdale
     1. FAEP-SFAEP Agreement – Draft in Progress
     2. Conference Committee
  3. Committee Volunteers Needed
     1. Events,
     2. Memberships, - Hannah
     3. Sponsorship,
     4. Finance - Elva
     5. Conference – Tim

1. **New Business**
2. **Board Goals**
   * 1. Beacon Publication and Articles Goal – 2 articles per chapter per year (Winter through Fall) –**Spring** issue (articles due April 1, 2018) Central, Northeast, Northwest, South; **Summer** issue (articles due July 1, 2018) Southwest, Tallahassee, Tampa Bay, Treasure Coast; **Fall** issue (articles due October 1, 2018) Central, Northeast, Northwest, South; **Winter** issue (articles due December 31, 2018) Southwest, Tallahassee, Tampa Bay, Treasure Coast
        1. Tallahassee – 2
        2. Tampa Bay – 1
        3. Treasure Coast – 1
        4. Central – 2
        5. Northeast – 3
        6. Northwest – 2
        7. Southwest – 1
        8. South – 2
     2. Membership Increase Goal – 860
     3. New Website –
     4. Educational / Training Program for FAEP members; Multiple locations around the state; Possibly paid presenter; Possible topics - Phase 1 training, soils, regional botany, UMAM? –
3. **Chapter Discussions (as time permits).** 
   1. Tallahassee – Echo Gates – Monthly social was well attended and the FSU Student chapter hosted a mixer. Upcoming luncheon is a speaker from FSU talking about algal blooms on the Gulf Coast.
   2. Tampa Bay – Tina Fritz – Annual Falliday event was a success with 130 people in attendance and had service event with Metropolitan Ministries providing food and gifts to the less fortunate in our community. No meetings in December or January.
   3. Treasure Coast – Susan Mason – Working on Beacon article. Had their annual networking at the Science Museum which included awards and a raffle benefiting the Everglades Educational Group.
   4. Central – Hannah Rowe
   5. Northeast – Stan Stokes – They are seeking nominations from the membership for President and had a membership appreciation event at a minor-league hockey game.
   6. Northwest – Ashley Jansen
   7. Southwest – Arielle Poulos – No meeting for December, social in January, and the board will have a planning meeting early January.
   8. South – John Abbott
4. **Upcoming Meeting –** Monday, January 28
5. **Review Action Items (if any)**
6. **Adjournment**