



FAEP BOARD MEETING MINUTES

June 24, 2019

12:00 p.m. (EST)

605-475-4000 (code 607028#)

I. Call to Order

II. Roll Call

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

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

III. Approval of May 2019 Meeting Minutes

- a) A typographical error was noted and fixed. Ryan made the motion to approve the May 2019 minutes; Tom seconded; all in favor, no oppose, no abstentions, motion passed.

IV. Past-President's Report

- a) Amy: not present.

V. VP's Report

- a) Ryan: nothing to report.

VI. Treasurer's Report

- b) Elva noted there were normal expenses except for reimbursing Ryan and John for travel to attend the NAEP conference in Baltimore.
- c) Wells Fargo statement balance was \$28,619.52.
- d) BankUnited CD: No change other than interest. There is no statement because the money is now in a Certificate of Deposit (CD). Bruce explained that we won't get a statement until the end of the term of the CD. Balance is over \$25,000.
- e) Elva explained we need more sponsorships for the Beacon newsletter.

VII. Secretary's Report

- a) John: nothing to report.

VIII. Administrator's Report

- a) Teri explained that there were 78 new or renewing members.
- b) Teri reported that the current membership is 767.
- c) Teri explained that three renewal notices are now sent out automatically, and asked for feedback on the notices if you get one.
- d) Arielle said she is still getting renewal notices even though she renewed. Bruce said it may be because he did that one manually. Teri said that when you pull membership lists it is important to use Firefox.

IX. President's Report

- a. Tim reminded the Board to be alert for scammers. If there is an unexpected email request from an apparent Board member, be sure to verify it is legitimate.
- b. NAEP Update. NAEP *Environmental Practice* and Newsletter: Tim reminded the Board that NAEP has a constant call for articles for the journal (technical) and the newsletter (more informal). **Action Item: Chapter representatives will encourage their members to submit articles for the NAEP *Environmental Practice* journal and the NAEP Newsletter.**

X. Old Business

- a. 2019 Conference – Tampa.
 - i. Bruce stated that they expect to roll out the registration this week. Papers have been selected and the schedule is being prepared. Bruce gave an

overview of the trainings, events, tours, and registration fees. Bruce said the call for student papers is out but it is summer break so some students aren't around.

- ii. **Action item: Board members to help Tim and Bruce secure sponsorships, especially silver and break sponsors. Bruce will distribute information about sponsorship.**
 - iii. **Action item: Bruce and Tim asked each chapter to sponsor the conference.**
- b. 2020 Conference – Fort Lauderdale
- i. Tim explained that a budget has been approved by NAEP and the high audio-visual cost is being negotiated down.
 - ii. The conference planner (Megan Miller with SBI) is doing a site visit of the hotel on 6/26/2019 and several SFAEP members will participate in the site visit.
 - iii. Ryan and John gave an update on their participation in the 2019 NAEP conference in Baltimore and some of the lessons learned that can be applied to Fort Lauderdale.

XI. New Business

- a) None.

XII. Board Goals

- i. Beacon Publication and Articles Goal – 2 articles per chapter per year (Winter through Fall) –**Spring** issue (articles due April 1) Central, Northeast, Northwest, South; **Summer** issue (articles due July 1) Southwest, Tallahassee, Tampa Bay, Treasure Coast; **Fall** issue (articles due October 1) Central, Northeast, Northwest, South; **Winter** issue (articles due December 31) Southwest, Tallahassee, Tampa Bay, Treasure Coast
 - 1. **Action item: Chapter representatives from Southwest, Tallahassee, Tampa Bay, and Treasure Coast to ensure that their chapter provides Beacon articles to Teri by July 1.**
- ii. Membership Increase Goal – 860.
 - 1. Membership is low. **Action item: Chapter representatives to send any ideas on how to increase membership to Tim and Hannah.** Tim asked the Board to consider prizes for renewal. Hannah is considering a survey to ask members what benefits they want out of membership. Tim suggested a separate survey for non-renewals to find out why they left.
 - 2. Arielle said that emails are going to spam/junk folders or are otherwise getting blocked. Teri explained that an advantage of memberclicks is that emails are less likely to go to spam/junk or get blocked because, for one, it uses links instead of attachments. Teri, Arielle, and George to send out test emails.
- iii. New Website – discussed above under Administrator's Report.

- iv. Educational / Training Program for FAEP members; Multiple locations around the state; Possibly paid presenter; Possible topics - Phase 1 training, soils, regional botany, UMAM?
 - 1. Tim asked Board members to think about possible topics/speakers. Arielle explained that the Southwest Chapter recently had a gopher tortoise training and that it could be done in other parts of the State. **Action item: Arielle to provide details of the gopher tortoise training to Tim (company, duration, rates).**

XIII. Chapter Discussions (as time permits).

- a. Tallahassee – Elva Peppers and Tim Perry. Elections were held last month; the event included a luncheon on legislative updates which was well attended, as usual. Last week was a social event. Luncheon being planned for July 17: speaker will be from the FSU Planning Department.
- b. Tampa Bay – Teri Hasbrouck. The last event was a speaker from Mosaic who talked about the big sinkhole in the mining area. The next event will likely be a social.
- c. Treasure Coast – Tom Mullin and Jill King: June event was a trivia night that focused on environmental issues; it was a partnership with a science museum and was a popular event. On July 12, Ecological Associates Inc will be leading a sea turtle presentation and nesting walk. On July 31, they will have a social in West Palm Beach. They are having a logo contest that ends on July 1.
- d. Central – Hannah Rowe: They had a luncheon with a speaker from the water management district who talked about their overall program restoration. No event planned for July. The August event will be a luncheon.
- e. Northeast – Stan Stokes not present, no update.
- f. Northwest – Will Stokes not present, no update.
- g. Southwest – George Sprehn and Arielle Poulos. They had a GIS symposium but the turnout was low. They had a gopher tortoise training recently and a social event last week. They have had low participation and suspect it may be an email communication problem, although George noted that they are using memberclicks, LinkedIn, and facebook. They are planning a webinar for September; the webinar host wants a list of their members to offer discounted rates but Arielle and George are concerned about privacy. George suggested that they don't share the names; Teri will provide a list for George that he can use to verify when registrants contact the webinar host. They are considering a training event on being an expert witness. Tim said he did a training on that at a conference and offered to help. Tim and Arielle will discuss later. They are doing a grass training with Keith Bradley at the end of July. They are considering an invasive species roundup.
- h. South – John Abbott: In June they did dragon boat padding in Biscayne Bay. They also had a luncheon panel discussion about using native vegetation for native wildlife. On July 6 they will do kayaking to the Sandspur Islands for a quarterly cleanup under their Adopt-an-Island program. On July 13, they will do a sea turtle hatchling lecture and release; the event is offered to members and families only with the goal of getting non-members to become FAEP members.

XIV. Other Discussion

XV. Upcoming Meeting – Monday, July 22. Let Tim and John know if you can't make it so we know whether we will have a quorum.

XVI. Review Action Items (if any) Action items identified in red.

XVII. Adjournment 12:53 pm