



FAEP BOARD MEETING MINUTES
December 28, 2020
12:00 noon (EST)
GoTo Meeting and Conference Call

I. Call to Order

II. Roll Call

Name	Attendance	Proxy
Ryan Goldman – President & At Large Member	X	
Amy Guilfoyle – Past President	X	
Elva Peppers – Vice President & At Large Member & Tallahassee Chapter		
Hannah Rowe – Treasurer & At Large Member	X	
John Abbott – Secretary & South Chapter	X	
Bruce Hasbrouck – Parliamentarian*	X	
Teri Hasbrouck – Administrator*	X	
David Wood – Northeast Chapter	X	
Mike Cobb– Northwest Chapter		
Emma Fain– Southwest Chapter	X	
Scott Graf – Tampa Bay Chapter		
Gina Chiello – Treasure Coast Chapter	Niki Desjardin	
Joshua Hirten – Central Chapter		
Tim Perry – At Large Member, NAEP Rep	X	
Joe Penta – At Large Member		
Jill King – At Large Member		
George Sprehn – At Large Member		

A majority of the board or their proxies shall constitute a quorum. John reported that there was quorum. *Non-voting position.

III. Approval of Prior Meeting Minutes

- a) Not conducted.

IV. Past President’s Report (Amy / Tim)

- a) Nothing to report.

V. VP's Report (Elva)

- a) Not present.

VI. Secretary's Report (John)

- a) Nothing to report.

VII. Treasurer's Report (Hannah)

- a. Hannah reported that there were routine income (dues) and expenses (admin fee, bank charges, chapter dues, NAEP dues).
- b. Wells Fargo: \$23,216.78
- c. Bank United: \$26,317.44 in a CD

VIII. Administrator's Report (Teri / Bruce)

- a. Processed 36 memberships in November: 15 new, 21 renewals.
- b. 612 FAEP members, 57 NAEP members within FAEP.
- c. Teri is working on the quarterly Beacon newsletter and intends to send it out in early January.
- d. Bruce reported that there were two organizations that recently renewed as a group; this is advantageous to FAEP and also to individual members who are then not burdened with individual renewals. **Action Item: Chapters to encourage their members who are part of an organization of over 5 FAEP members to have their administrative assistant contact Bruce and get all their members on a single renewal schedule.**

IX. President's Report (Ryan)

- a. Nothing to report.

X. NAEP Representative (Tim)

- a. Nothing to report.

XI. Old Business

- a. Petroleum Restoration Program (PRP) Environmental Coalition
 - i. Bruce, Tim, and Amy attended a meeting last week. Bruce confirmed that the coalition has a lobbying objective and is also seeking funding, and therefore it appears the FAEP's position to be an observer but not a regular member is appropriate given FAEP's 501(c) status. The coalition is compiling data that show the economic and environmental benefit of the PRP program. The coalition intends to evaluate GIS data on cleanups and may also hire an economic analyst. As an observer, FAEP can share information provided by the coalition to the FAEP membership as appropriate.
- b. 2021 FAEP Conference. Targeting Fall 2021, hopefully in-person. Ryan requested that a chapter volunteer to host it.
- c. 2022: NAEP conference in Fort Lauderdale.
- d. 2023: Tallahassee Chapter will host it in 2023.

XII. New Business

- a. Elections
 - i. Hannah (Treasurer) and John (Secretary) will be leaving the Board. Jen Savaro will replace John as chapter representative for the South Chapter.
 - ii. Bruce indicated that 3 at-large positions are up for election. Nominations for the 3 at-large positions include:
 1. Amy Guilfoyle
 2. Jane Gregory (Orange County Environmental Dept)
 3. Ryan Goldman was nominated by Hannah
 - iii. Given that no other nominations were received, the slate of nominees was full with no surplus nominations and therefore there is no need for an election by the membership. The new Board will elect their officers at the January meeting.
- b. Administrator's Contract Renewal
 - i. Teri and Bruce recused themselves from the meeting.
 - ii. The Board discussed whether the new member incentive bonus was still based on an appropriate metric given the uncertainty with membership growth/decline during covid-19.
 - iii. John made a motion to approve the Administrator's Contract Renewal as-is; Tim seconded the motion. All were in favor, none opposed, none abstained, the motion passed.
 - iv. John suggested that if covid-19 or other circumstances beyond the control of the administrators makes the incentive bonus impossible to meet but the administrators do an outstanding job of helping to maintain/increase membership under the circumstances, the Board could incentivize the administrators outside the contract using a miscellaneous funds item from the budget.

XIII. Board Goals

- a. 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. Not discussed.
- b. Membership Increase Goal – 860. Not discussed.
- c. Educational / Training Program for FAEP members. Not discussed.

XIV. Chapter Discussions

Due to the continuing COVID-19 pandemic, most chapters reported that their recent and future events have been limited and/or held virtually rather than in-person.

- a. Tallahassee – Tim. Had a webinar in December on the FDEP enforcement program. January event is being planned, possibly LEED on cities. Issuing calendars from the photo contest.
- b. Tampa Bay – Scott: Not present.
- c. Treasure Coast – Niki: Had annual awards event outdoors with a campfire and covid protection measures. May have a social event in January.

- d. Central – Josh: Not present.
- e. Northeast – David: No in-person event in December due to covid.
- f. Northwest – Michael: Not present.
- g. Southwest – Emma: Had a soils training in December. Planning a FDACS training on exotic plant in early 2021. Planning a swamp walk. Lunch webinars are working well.
- h. South – John: Had an event on Dec 10 on how to read engineering plans for environmental professionals. Upcoming elections with virtual happy hour in January. May do a python roundup in Key Largo if the weather permits.

XV. Upcoming Meeting – January 25, 2021 at 12 noon.

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

XVII. Adjournment 12:46 pm