I. Call to Order

II. Roll Call

<table>
<thead>
<tr>
<th>Name</th>
<th>Attendance</th>
<th>Proxy</th>
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<tbody>
<tr>
<td>Ryan Goldman – President &amp; At Large Member</td>
<td>X</td>
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<tr>
<td>Amy Guilfoyle – Past President</td>
<td>X</td>
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<tr>
<td>Elva Peppers – Vice President &amp; At Large Member &amp; Tallahassee Chapter</td>
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<td>Hannah Rowe – Treasurer &amp; At Large Member</td>
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<td>John Abbott – Secretary &amp; South Chapter</td>
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<tr>
<td>Bruce Hasbrouck – Parliamentarian</td>
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<tr>
<td>Teri Hasbrouck – Administrator</td>
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<tr>
<td>Paul Gunsaulies – Northeast Chapter</td>
<td>X (David Wood)</td>
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<tr>
<td>Will Stokes – Northwest Chapter</td>
<td>X</td>
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<tr>
<td>Greg Thomas – Southwest Chapter</td>
<td>X</td>
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<tr>
<td>Scott Graf – Tampa Bay Chapter</td>
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<tr>
<td>Gina Chiello – Treasure Coast Chapter</td>
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<td>Joshua Hirten – Central Chapter</td>
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<td>Tim Perry – At Large Member, NAEP Rep</td>
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<td>Joe Penta – At Large Member</td>
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<td>Jill King – At Large Member</td>
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<td>George Sprehn – At Large Member</td>
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A majority of the board or their proxies shall constitute a quorum. John reported that there was quorum.

III. Approval of Prior Meeting Minutes

   a) Tim made the motion to approve the January 2020 minutes; Ryan seconded; all were in favor, none opposed, none abstained, motion passed.
IV. Past President’s Report  
a. Amy: Nothing to report.

V. VP’s Report  
a) Elva: Nothing to report.

VI. Secretary’s Report  
a) John: nothing to report.

VII. Treasurer’s Report  
a. Bruce explained that expenses last month were routine and included an annual fee on a credit card.  
b. Wells Fargo balance was $29,928.78. Non-interest bearing account.  
c. BankUnited CD is approximately $26K. CD will mature in early April. Bruce and Hannah are looking at options for better rates, possibly a new CD or a money market account.

VIII. Administrator’s Report  
a. Bruce reported that 69 memberships were processed in January – an average month. Group memberships are helping.  
b. NAEP memberships are a little lower than last year – Bruce checking on some inconsistencies on reporting.  
c. Taxes: Bruce has completed the ones that were due by Feb 15.  
d. New member initiative:  
i. FAEP reimbursed one chapter last month.  
ii. Action Item: Chapters may request reimbursement from Hannah (Treasurer) for up to $1000 for new member recruitment activities conducted during the current FY (Oct 2019-Sept 2020)

IX. President’s Report  
a. Ryan described his priorities for 2020:  
i. Focus on making the NAEP 2020 Conference a success. Registration is now open.  
   1. Action Item: Encourage members to attend. Encourage sponsors/exhibitors to sign up.  
ii. Increase FAEP and NAEP membership  
iii. Utilize the FAEP committees  
   1. Action Item: Committees to identify their goals.  
iv. Provide certification/training opportunities to members  
v. Contribute to the NAEP Environmental Practice

b. NAEP Update  
i. NAEP Environmental Practice and Newsletter: 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. 2020 NAEP Conference – Fort Lauderdale
      i. Registration is open.
      ii. Fee stipend for conference expenses: Ryan asked if there is money in the FAEP budget to defray costs to encourage FAEP board members to attend the conference. Tim indicated that there is $3000 for a trip to attend a NAEP board meeting in Boise but that he won’t travel to Boise (he will attend via phone) so that $3000 is available. Tim also noted there is about $300 for other travel and about $1000 for miscellaneous costs. Tim made a motion to allocate $3000 from the NAEP meeting travel and miscellaneous budget line items for use for Board members and the FAEP Administrator to offset NAEP 2020 attendance costs; John seconded; all were in favor, none opposed, none abstained, motion passed.
         1. Action Item: Board members and Administrator have 2 weeks to request money from Tim cc Hannah to help defray their cost of attending the conference. Tim will compile the requests and make a recommendation for disbursement – probably equal distribution among all those who need costs to be defrayed.
   b. FAEP Conferences
      i. 2021: Southwest is evaluating if they can host it.
      ii. 2022: Central is evaluating if they can host it. Gina will check with TCC.
      iii. 2023: Tallahassee Chapter offered to host it in 2023. Ryan made a motion to approve the Tallahassee Chapter to host the 2023 conference; John seconded; all were in favor, none opposed, none abstained, motion passed.
         iv. Action Item: Chapters to determine if and when they can host the FAEP conference in upcoming years.
      v. Bruce has lots of information from previous conferences to help in planning (budgets etc). Robin Frye can help identify venues – she is free because she gets paid separately through the venue negotiation process.
   c. Committee Assignments.
      i. Events – Arielle Poulos, Jill King
      ii. Memberships – Hannah Rowe, Will Stokes, Scott Graf, George Sprehn
      iii. Publications – John Abbott, Gina Chiello
      iv. Finance – Ryan Goldman, John Hirten
      v. Permanent Conference Committee – Tim Perry, Elva Peppers, Paul Gunsaulies

XI. New Business
   a. FAEP Bylaws
      i. Bruce provided a markup in mid-February and explained the proposed changes.
         1. Action Item: Board members to review the proposed changes to the FAEP bylaws and be prepared to vote on the changes at the next board meeting.
   b. Gainsville Chapter
      i. Amy and Bruce are tracking its possible formation. Bruce reminded everyone that there is a chapter startup kit available.
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
   iii. Educational/Training Program for FAEP members; Multiple locations around the state; Possibly paid presenter; Possible topics - Phase 1 training, soils, regional botany, UMAM? Not discussed.

XIII. Chapter Discussions
   c. Treasure Coast – Gina: Had presentation from FIND. Planned a full-day workshop on business skills for environmental professionals but there was not enough RSVPs so they had to cancel the event. Upcoming event in March will be a social. April event will be a student engagement event.
   d. Central – Josh: Not present.
   e. Northeast – David. Upcoming event will be a social in late Feb. They fixed their website.
   f. Northwest - Will. Upcoming event will be a professor from Univ of West Florida speaking about streamflow modeling and flooding.
   h. South – John: January event was a graminoid identification workshop with Eric Reveulta of SJRWMD. February 29 event will be an Adopt-an-Island cleanup and picnic. Will participate in Broward County’s Water Matters Day on March 14. Planning a ranger-led tour of Birch State Park in March.

XIV. Upcoming Meeting – TBD.

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

XVI. Adjournment 1:00 pm