



FAEP BOARD MEETING MINUTES

January 27, 2020

12:00 p.m. (EST)

I. Call to Order

II. Roll Call

Name	Attendance	Proxy
Tim Perry – President & At Large Member	X	
Amy Guilfoyle – Past President	X	
Ryan Goldman – Vice President & At Large Member	X	
Elva Peppers – Treasurer & At Large Member & Tallahassee Chapter	X	
John Abbott – Secretary & South Chapter	X	
Bruce Hasbrouck – Parliamentarian	X	
Teri Hasbrouck – Administrator	X	
Paul Gunsaulies – Northeast Chapter		
Will Stokes – Northwest Chapter		
Greg Thomas & Arielle Poulos – Southwest Chapter	X	
Scott Graf – Tampa Bay Chapter	X	
Gina Chiello – Treasure Coast Chapter	X	
Joshua Hirten – Central Chapter	X	
Hannah Rowe – At Large Member	X	
Joe Penta – 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. John reported that there was quorum.

III. Approval of Prior Meeting Minutes

- a) Ryan made the motion to approve the December 2019 minutes; Jill 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) Ryan: nothing to report.

VI. Treasurer's Report (Elva)

- a. Elva reported that the Wells Fargo balance was \$26,924.80. There is also the BankUnited CD which is approximately \$25,686. The one year CD will mature in a few months.
- b. Expenses last month were typical.

VII. Secretary's Report

- a) John: nothing to report.

VIII. Administrator's Report

- a) Teri reported that we had 41 new and renewing members last month.
- b) Teri sent out the newsletter last week which included the NAEP 2020 conference information.
 - a. **Action Item: Teri will send out NAEP 2020 conference information in a blast approximately every 2 weeks. Teri needs to send it to Tim in advance to ensure the information is still current.**
- c) Bruce did the FDACS for the Northwest chapter.
- d) Taxes need to be filed by Feb 15. Bruce has financial information from Northwest and Tampa Bay chapters.
 - a. **Action Item: For chapters that have a FY that runs from Oct 2018 through Sept 2019, chapter representatives need to send their financial information to Bruce.**
- e) The Dept of State Sunbiz filings started on Jan 1.
 - a. **Action Item: Chapter representations need to ensure Bruce has the list of current officers of their chapter, especially the name and address of the chapter Treasurer.**
- f) New member initiative
 - a. **Action Item: Chapters may request reimbursement from Elva for up to \$1000 for new member recruitment activities conducted during the current FY (Oct 2019-Sept 2020).**

IX. President's Report

- a. NAEP Update
 - i. Tim said that NAEP approved a reimbursement request of \$1,250, primarily for initiatives to encourage FAEP members to join NAEP.
 - ii. 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.**
 - iii. Tim participated in the NAEP annual retreat in January to discuss goals and objectives for the upcoming years. One of their projects is to

modernize the affiliation agreement document that specifies the responsibilities of FAEP and NAEP.

X. Old Business

- a. 2020 NAEP Conference – Fort Lauderdale
 - i. Room Blocks Open – Info at <https://naep.memberclicks.net/2020-conference-location>
 - ii. Sponsorships Open – Info at <https://naep.memberclicks.net/2020-conference-sponsorship>
 - iii. **Action Item: Chapters need to promote the NAEP conference: encourage people to sponsor, exhibit, and attend.**
 - iv. Ryan made a motion for FAEP to sponsor the NAEP conference at the Partner level of \$300; Josh seconded; all were in favor, none opposed, none abstained, motion passed.
- b. 2021 and 2022 Conferences - Seeking proposals for hosting
 - i. 2021: Southwest is evaluating if they can host it.
 - ii. 2022: Central is evaluating if they can host it.
 - iii. Other interested in these years or future years: Gina will check with TCC.
 - iv. Bruce reminded everyone that he has lots of information from previous conferences to help in planning (budgets etc). Tim said that Robin Frye can help identify venues – she is free because she gets paid separately through the venue negotiation process.
- c. Committee Assignments. The board volunteered for committees as follows:
 - 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. Joint Florida Brownfields Association / Florida Bar ELULS / FAEP Event on February 11th in Tallahassee
 - i. John made a motion for FAEP to sponsor the event at \$250; Hannah seconded; all were in favor, none opposed, none abstained, motion passed.
 - ii. Tim encourage FAEP members to attend.
- b. Treasure Coast Chapter Bylaws
 - i. The TCC proposed revisions to their bylaws to include disciplinary procedures. Gina and Bruce provided an overview of the revisions. The FAEP board had no objections; Tim indicated that no vote was needed and the TCC can execute their revised bylaws.
 - ii. Bruce said he may propose corresponding revisions to the FAEP bylaws – some wording that if a chapter terminates a membership using due process, then FAEP can simply follow without having to re-start the process.
- c. 2020 Executive Board Elections
 - i. Amy led the board through election of the officers. John made a motion to approve the slate of nominees; Arielle seconded; all were in favor, none

opposed, none abstained, motion passed. The board elected the following as officers:

1. President: Ryan Goldman
 2. Vice President: Elva Peppers
 3. Secretary: John Abbott
 4. Treasurer: Hannah Rowe
 5. Past President: Amy Guilfoyle (Tim asked Amy Guilfoyle stay on as Past President so he can continue his focus on his NAEP involvement).
- ii. Ryan made a motion to approve the appointees for NAEP Representative and Parliamentarian; John seconded; all were in favor, none opposed, none abstained, motion passed:
1. NAEP Representative: Tim Perry
 2. Parliamentarian: Bruce Hasbrouck

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
- ii. Membership Increase Goal – 860. Not discussed.
- 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

- a. Tallahassee – Elva & Tim. Had luncheon with FDEP speaking about blue-green algae and red tide. February event will be a social with the FSU and FAMU student chapters and they will award scholarships.
- b. Tampa Bay - Scott. Had recent social. February 19 luncheon will be on Brownfields. Upcoming 3rd annual golf tournament in Lakeland on March 6. Upcoming board meeting in early March.
- c. Treasure Coast – Gina: January event was a talk from Marine Megafauna Foundation on manta rays. Upcoming February event will be a roundtable discussion with FAU Harbor Branch graduate students. TCC may switch from survey monkey to election runner to reduce the risk of voting irregularities.
- d. Central – Josh: January event was a social. Upcoming luncheon on Feb 20 on the City of Orlando greenworks program. March event will be a social at a basketball game. Planning an event related to Disney’s wildlife conservation programs.
- e. Northeast – Paul. Not present.
- f. Northwest - Will. Not present.
- g. Southwest –Arielle & Greg. Co-sponsored the AWRA conference last month. Arielle checking into a FGCU student chapter. January 31 will be social with minigolf in Sarasota. February event will be a tour of the celery fields. Planning a wilderness first aid training.

- h. South – John: Had annual board retreat on Jan 18. January event was a graminoid identification workshop with Eric Reveulta of SJRWMD. February event will be an Adopt-an-Island cleanup.

XIV. Upcoming Meeting – February 24.

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

- a. Tina explained that TBAEP is an Amazon Smile registered non-profit. Anyone who makes a purchase through Amazon Smile (instead of regular Amazon) can select TBAEP so TBAEP gets a small cash reward - they received \$12 last month. Tina said other chapters might consider setting up their own account, or simply contribute to TBAEP's account.

XVI. Adjournment 1:00 pm