



FAEP BOARD MEETING MINUTES

March 23, 2020

12:00 p.m. (EST)

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	X	
Hannah Rowe – Treasurer & At Large Member		
John Abbott – Secretary & South Chapter	X	
Bruce Hasbrouck – Parliamentarian		
Teri Hasbrouck – Administrator	X	
Paul Gunsaulies – Northeast Chapter		
Will Stokes – Northwest Chapter	X	
Greg Thomas – Southwest Chapter	X	
Scott Graf – Tampa Bay Chapter	X	
Gina Chiello – Treasure Coast Chapter	X	
Joshua Hirten – Central Chapter		
Tim Perry – At Large Member, NAEP Rep	X	
Joe Penta – At Large Member	X	
Jill King – At Large Member		
George Sprehn – At Large Member	X	

A majority of the board or their proxies shall constitute a quorum. John reported that there was quorum. Due to technical difficulties, a few board members were late connecting or unable to call into the meeting.

III. Approval of Prior Meeting Minutes

- a) John made the motion to approve the February 2020 minutes; Tim seconded; all were in favor, none opposed, none abstained, motion passed.

IV. Past President's Report

- a) Amy/Tim: 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. Hannah: not present

VIII. Administrator's Report

- a. Teri reported that there were 49 new members and 42 renewals in February 2020.

IX. President's Report

- a. COVID-19
 - i. Given that in-person activities are largely suspended, the Board talked about offering webinars instead.
 1. Tim is looking at doing the legislative update via webinar and will advise of the logistics of offering an event electronically.
 2. Elva suggested pre-prepared training that could be provided regionally. She suggested Phase I ESA training because there is no fieldwork needed. Perhaps hire a trainer.
 3. **Action Item: Board members to brainstorm on training topics that could be provided via webinar during the COVID-19 period.**

X. Old Business

- a. 2020 NAEP Conference – Fort Lauderdale
 - i. Executive Committee is evaluating options. Due to financial obligation with hotel and food contracts, cancelling isn't a good option until the government orders impact the specific dates of the conference. Likely options include postponing until approximately Nov 30, 2020, or alternatively postpone to 2022 or 2023. The NAEP Executive Committee is monitoring it. Next year (2021) isn't a possibility because it's already set for Phoenix.
 - ii. NAEP is evaluating the attendee cancellation and refund policy.
- b. FAEP Bylaws
 - i. Bruce previously provided suggested some changes. Tim had some comments on how the Parliamentarian is appointed, and how member removal is accomplished. Tim will provide written comments.
 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.**

- c. FAEP Conferences
 - i. 2021: TBD. Southwest cannot host it.
 - ii. 2022: TBD
 - iii. 2023: Tallahassee Chapter will host it in 2023.
 - iv. **Action Item: Chapters to determine if and when they can host the FAEP conference in upcoming years.**
 - v. **Action Item: Tim will find the conference hosting proposal form to facilitate and formalize the Board's approval of the host chapter.**
 - vi. 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.
- d. 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
 - 1. **Action Item: Committees to meet separately and identify their goals.**

XI. New Business

- a. Member spotlight for Beacon
 - i. Amy asked for volunteers to be profiled in the Beacon.
 - 1. **Action Item: Elva and Gina will fill out the member spotlight questions.**

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: Central, Northeast, and Northwest need to provide an article for the Beacon to Teri before the end of March.**
- 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

Due to the COVID-19 pandemic, most chapters reported that their recent and future events have been cancelled or postponed.

- a. Tallahassee – Elva & Tim. Had joint social with FSU and FAMU student chapters – had 30-40 student attendees and awarded two scholarships. March

- event cancelled due to COVID-19. Assessing how to provide legislative update via webinar.
- b. Tampa Bay - Scott. Had event for young professionals – 50+ attendees. Had 3rd annual golf tournament in Lakeland on March 6 with Central Chapter – had about 60 golfers and was a successful event. March luncheon was cancelled.
 - c. Treasure Coast – Gina: March event cancelled.
 - d. Central – Josh: Not present.
 - e. Northeast – Paul. Not present.
 - f. Northwest - Will. Had event with a professor from Univ of West Florida speaking about streamflow modeling and flooding. March event cancelled.
 - g. Southwest –Greg & George. Focusing on social media improvements. Evaluating webinars. Evaluating new student chapter at FGCU.
 - h. South – John: February was Adopt-an-Island cleanup and picnic. March events were cancelled. No plans for future group events until COVID-19 passes.

XIV. Upcoming Meeting – April 27.

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

XVI. Adjournment 1:00 pm