



FAEP BOARD MEETING MINUTES
May 27, 2020
12:00 noon (EST)
Conference call 605-475-4000 #607028

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	X	
John Abbott – Secretary & South Chapter	X	
Bruce Hasbrouck – Parliamentarian*	X	
Teri Hasbrouck – Administrator*	X	
David Wood – Northeast Chapter		
Will Stokes – Northwest Chapter	X	
Greg Thomas – Southwest Chapter		
Scott Graf – Tampa Bay Chapter	X	
Gina Chiello – Treasure Coast Chapter	X	
Joshua Hirten – Central Chapter	X	
Tim Perry – At Large Member, NAEP Rep	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. *Non-voting position.

III. Approval of Prior Meeting Minutes

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

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

- a) **Action Item: Chapter representatives to send calendar information to Tim. Chapter representatives to reach out to members to sponsor the FAEP calendar (\$50).**
- b) Tim announced that NAEP has selected Courtney Arena to receive the President's Award.
- c) Tim announced that a South Carolina chapter is forming.
- d) Tim explained that NAEP is extending all chapter affiliation agreements 1 year.
- e) Tim explained that the NAEP chapter retreat schedule is being extended from every 2 years to every 3 years, and they are adding a shorter virtual retreat at the half-way point (1.5 years).
- f) Tim noted that NAEP complimented FAEP for helping to handle the NAEP 2020 conference postponement and for working on the replacement virtual conference.

V. VP's Report (Elva)

- a) Nothing to report.

VI. Secretary's Report (John)

- a) Nothing to report.

VII. Treasurer's Report (Hannah)

- a. Bank United - \$26,317.44
- b. Wells Fargo – \$29,336.48
- c. Income – FAEP Member Dues
- d. Expenses – All routine: admin fee, bank charge, chapter dues, NAEP dues.
- e. The CD has matured. Hannah explained that money market rates are near zero and the highest interest rates she could find for a new CD are with BMO Harris: 1.10% for 11 months, 1.15% for 25 months, and 1.30% for 55 months.
 - i. The Board discussed the low rates and decided there was limited value in a new CD at this time.

VIII. Administrator's Report (Teri)

- a. Teri reported that there were 14 new members, 13 renewals, and 52 non-renewals in April 2020. Substantially fewer new and renewing members than usual, presumably due to less face-to-face interaction during the COVID-19 pandemic.
- b. Memberclicks automatically sends out 3 reminders to non-renewals.
- c. Bruce said he has finished sunbiz for all chapters. He did FDACS registration for Tallahassee and will do Central and Tampa Bay next.
- d. Bruce is working on taxes. Chapters can do their own if they prefer; Bruce is available to assist.

IX. President's Report (Ryan)

- a. Nothing to report

X. Old Business

- a. 2020 NAEP Virtual Conference
 - i. Tim provided a summary of the virtual conference scheduled for August 24-28. The technical committee is reaching out to speakers. The committee is reaching out to sponsors. The committee is working on a virtual exhibit hall.
- b. FAEP Changes to Bylaws
 - i. Bruce stated that 67 people have voted so far. Need at least 10% of members to vote.
 1. **Action Item: Chapter representatives to encourage their boards and members to vote on the proposed changes to the FAEP bylaws.**
- c. FAEP Conferences
 - i. 2021: TBD. Southwest cannot host it.
 - ii. 2022: NAEP conference in Fort Lauderdale.
 - iii. 2023: Tallahassee Chapter will host it in 2023.
 - iv. **Action Item: Chapters to determine if they can host the FAEP conference in 2021.** Tim has a conference hosting proposal form to facilitate and formalize the Board's approval of the host chapter. 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.

XI. New Business

- a. Memberclicks for statewide presentations
 - i. FAEP purchased a GoTo meeting subscription for \$192; all chapters may use it – just coordinate with Teri for the password and availability.
 1. Tim made the motion to approve the \$192 expenditure and take it from the Miscellaneous line item of the budget, John seconded; all were in favor, none opposed, none abstained, motion passed.
- b. Virtual monthly meetings
 - i. The Board discussed offering statewide webinars (e.g., Tallahassee chapter's upcoming webinar on living shorelines) for free, charging a fee for non-members, and charging a fee for member and non-members. The Board discussed administrative challenges with trying to manage payment from members vs non-members. The Board discussed offering the statewide webinars for free then following up with non-members to encourage them to join FAEP.
- c. Open discussion – no other issues.

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

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

- a. Tallahassee – Elva & Tim. Planning a living shorelines webinar.
- b. Tampa Bay – Scot: Had a virtual event in May. Planning a virtual event for June including an outdoor event.
- c. Treasure Coast – Gina: Evaluating an outdoor run at a natural area, maybe in June.
- d. Central – Josh: Virtual event held jointly with FDOT on the I-4 Ultimate Improvement Project.
- e. Northeast – David: Not present.
- f. Northwest – Will: Not present at the time.
- g. Southwest – George: Finished elections. Picayune.
- h. South – John: Just finished virtual contest on environmentally friendly activities at home. Holding virtual scavenger hunt now. Currently implementing a college loan assistance program.

XIV. Upcoming Meeting – June 22, 2020 at 12 noon.

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

XVI. Adjournment 1:00 pm