



FAEP BOARD MEETING MINUTES

**August 23, 2021
12:00 noon (EST)
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		
Kelley Samuels – Treasurer & At Large Member	X	
Jen Savaro – Secretary & South Chapter	X	
Bruce Hasbrouck – Parliamentarian*	X	
Teri Hasbrouck – Administrator*	X	
David Wood – Northeast Chapter		
Mike Cobb– Northwest Chapter	X	
Emma Berger – Southwest Chapter	X	
Brain Bendis – Tampa Bay Chapter	X	
Gina Chiello – Treasure Coast Chapter	X	
Joshua Hirten – Central Chapter (Todd)		X
Tim Perry – At Large Member, NAEP Rep	X	
Joe Penta – At Large Member	X	
Jane Gregory – At Large Member		
George Sprehn – At Large Member	X	

A majority of the board or their proxies shall constitute a quorum. Jen reported a quorum was present.

*Non-voting position.

III. Approval of Prior Meeting Minutes

- a) Kelley made a motion to approve the July 2021 meeting minutes, George seconded; all were in favor, none opposed, none abstained, motion passed.

IV. Past President’s Report (Tim)

- a) NAEP chapter representative update – Next board meeting in October.

V. VP’s Report (Elva)

- a) Not present

VI. Secretary’s Report (Jen)

- a) Nothing to report.

VII. Treasurer’s Report (Kelley)

- a. Wells Fargo: \$24,123.45
- b. Bank United: \$\$26,457.93
- c. **Make sure chapters send in budget requests.**

VIII. Administrator’s Report (Bruce)

- a. 615 member 40 new/renewing 19 non-renewables.
- b. A couple NAEP memberships received.
- c. Summer newsletter coming tomorrow.
- d. **Chapter representatives to reach out to non-renewals**

IX. President’s Report (Ryan)

X. Old Business

i. 2021 FAEP Conference – update

- 1. REMO selected and contract signed. REMO will not be setting up registration. Registration will be through Eventbrite.
- 2. Call for Proposals distributed and extended
- 3. Sponsorship Matrix
- 4. Bi-Weekly meetings –
 - a. Just passed early registration deadline. Schedule almost finalized. Abstract submitters were notified about status of their abstract. Final program will be sent out by September 21st. Low on registration. Need to spread the word. Seeking sponsorships. Only have commitment from SFAEP. Need to schedule practice runs with speakers.

i. Sponsorship Checks can be sent to:

Attn: Gina Chiello
140 Intracoastal Pointe Drive, Suite 308
Jupiter, FL 33477

ii. 2022 NAEP conference in Fort Lauderdale – same contract with hotel and some parts of contract already worked out. Making conference hybrid – virtual/in-person. Ryan will keep us updated on that.

- 1. Meetings Have Commenced
- 2. Call for Hybrid Conf
- 3. Sponsorship Matrix Drafted – under review
- 4. Call for Committee Volunteers

- iii. **2023** Hosted by Tallahassee Chapter
- b. PRP correspondences and the Legislative Session General Appropriations Act of 2021 - \$125M

I. New Business

- a. Beacon Articles due for Summer – submit beacon articles, summer school. Send ideas around.
- b. Open Discussion
 - a. Formalized marketing position or on board committee.
 - Possible Intern.
 - Develop marketing plan. Clearly set goals – increase membership, graphic design skills.
 - Board Committee – Jane Gregory, Ryan Goldman, Elva Peppers, Brian Bendis

Ryan Reached out to two marketing companies. Requested proposal from them. He has not heard back from them yet. Discussed the amount interested in paying. \$5000-6000. Teri will also participate in subcommittee.

II. 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. Beacon article request **Call for Volunteer from each chapter** to write a summary article for one of the NAEP conference sessions for the next newsletter.
- iii. Membership Increase Goal – 860.
- iv. Educational / Training Program for FAEP members

III. Chapter Discussions

- a. Tallahassee – Elva & Tim. Legislative update -well attended. Next month – field trip in conjunction with conference Lake Jackson aquatic preserve and social. Trying to get event set up with college.
- b. Tampa Bay – Brian: Social coming up Thursday – movie and drinks – limit registration. Lunch cancelled – covid. Annual TBA planning retreat. Minor league baseball social event Sept 12. Women in stem event on Sept 23rd. Field trip in conjunction – tour Wheaton Island Preserve.
- c. Treasure Coast – Gina: Networking event tomorrow at local brewery. FAEP Conference.
- d. Central – Josh: Todd – had first in person luncheon last week – efforts in recycling industry -30 people. Next month joint social with Metra and Florida brownfield.
- e. Northeast - David: Not present

- f. Northwest – Mike: Air Waste Management Association – virtual conference – end of august. Field trip with conference – kayaking juniper creek – biologist giving tour
- g. Southwest – Emma: Social Friday. Pier cleanup. First aid. 5k run event. Membership count holding steady.
- h. South – Jen: Hugh Taylor guided walk/social, Kayak cleanup/social, ORA/1000 m=Mermaids Facility tour.

IV. Upcoming Meeting – September 27, 2021 at noon

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

VI. Adjournment 12:49 pm