



**FAEP BOARD MEETING MINUTES**  
**September 27, 2021**  
**12:00 noon (EST)**  
**Conference Call**

**I. Call to Order**

**II. Roll Call**

Name	Attendance	Proxy
Ryan Goldman – President & At Large Member	Yes	
Amy Guilfoyle – Past President	Yes	
Elva Peppers – Vice President & At Large Member & Tallahassee Chapter	Yes	
Kelley Samuels – Treasurer & At Large Member	No	
Jen Savaro – Secretary & South Chapter	No	
Bruce Hasbrouck – Parliamentarian*	Yes	
Teri Hasbrouck – Administrator*	Yes	
David Wood – Northeast Chapter	No	
Mike Cobb– Northwest Chapter	Yes	
Emma Berger – Southwest Chapter	Yes	
Brain Bendis – Tampa Bay Chapter	Yes	
Gina Chiello – Treasure Coast Chapter	No	Niki Desjardin
Joshua Hirten – Central Chapter (Todd)	Yes	
Tim Perry – At Large Member, NAEP Rep	Yes	
Joe Penta – At Large Member	Yes	
Jane Gregory – At Large Member	Yes	
George Sprehn – At Large Member	No	

A majority of the board or their proxies shall constitute a quorum. A quorum was present. \*Non-voting position.

**III. Approval of Prior Meeting Minutes**

- a) Tim Perry made a motion to approve the August 2021 meeting minutes, Amy Guilfoyle seconded; all were in favor, none opposed, none abstained, motion passed.

**IV. Past President's Report (Tim)**

- a) Tim will attend the NAEP chapter meeting today at 5:00pm. The October NAEP Board meeting will have the new proposed bylaw revisions and Tim will attend also attend that meeting. Tim will be voting against those changes due to chapter members not able to serve as executive Board members and the proposed new size of the Board, which he believes is too many.

**V. VP's Report (Elva)**

- a) Not report

**VI. Secretary's Report (Jen)**

- a) Not present.

**VII. Treasurer's Report (Kelley)**

- a. Wells Fargo: \$23,22.22
- b. Bank United: \$26,460.18
- c. Bruce reported on the financial documents provided to the FAEP Treasurer each month and the purpose they serve.

**VIII. Administrator's Report (Bruce)**

- a. 621 member, 32 new, 16 renewing, 6 non-renewables.
- b. 54 NAEP memberships received (4 processed this month).
- c. Chapter representatives to reach out to non-renewals

**IX. President's Report (Ryan)**

- a. See below

## **X. Old Business**

### **i. 2021 FAEP Conference - Congratulations**

Ryan thanked everyone involved with the 2021 conference and complimented the team on a very successful conference. He complimented Niki and Marissa on their success.

Ryan encouraged everyone to respond to the post-conference survey.

Josh Hirten agreed that the conference was well done and enjoyed the staging for the networking and ability to move between rooms and speakers.

Niki also encouraged everyone to complete the survey. Niki shared that the conference platform, REMO, has been subscribed to for a full year and is available for other uses. Niki said that the in-person social was a success and the venue, Science Center, was good for that use. A number of students came from Miami for the social.

There is a conference net profit of about \$4,000, with 104 registrants.

There were two in-person sponsors.

The Zoom student networking event resulted in 8 students and 9 professionals attending.

#### Field trips

NW did a kayaking field trip and had several people show up.

TL had about 40 show up for the field trip and they held their membership appreciation event right after.

Niki started a YouTube channel for post-conference viewing of the presentations.

Ryan suggested a formal effort such as a letter to thank the conference committee members and presenters. Ryan will develop a draft letter.

Bruce offered to develop kudo letters for the conference committee or FAEP Board members to their supervisor. Please contact Bruce if anyone would like a letter.

### **ii. 2022 NAEP conference in Fort Lauderdale in May 2022**

1. Meetings Have Commenced
2. Call for Hybrid Conf
3. Sponsorship Matrix Drafted – under review
4. Call for Committee Volunteers – **(Tim, Ryan, ?)**

Niki will share her experience with hybrid conferences

### **iii. 2023 Hosted by Tallahassee Chapter**

## **b. Marketing Committee - (Ryan, Elva, Brian, Jane, Teri)**

### **i. Survey**

Ryan would like to improve FAEP marketing efforts. The last committee meeting's discussion included talk about sending out a survey to the FAEP Board and the Chapter Boards. The goal would be to find out what support the local chapters would like from FAEP and to garner marketing ideas. Jane opened discussion about template flyers or other items that would make local chapter efforts easier. The committee will meet again in about 2 weeks.

## **XI. New Business**

### **a. FY21 Board Meeting**

Ryan opened up discussion about a 2021 in-person annual Board meeting. Elva suggested that the annual meeting could be in October to establish the new budget. Ryan suggested that the annual meeting be held the next (Oct.) Board

meeting and expect to schedule at least 1.5 hours. Bruce will send out last year's budget and forms for committees to provide input.

- b. FY22 Elections
  - c. Beacon Articles due for Fall by October 10.
  - d. Open Discussion
- 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.
  - iii. Educational / Training Program for FAEP members
- XIII. Chapter Discussions – None - out of time**
- a. Tallahassee – Elva & Tim:
  - b. Tampa Bay – Brian:
  - c. Treasure Coast – Gina:
  - d. Central – Josh:
  - e. Northeast - David:
  - f. Northwest – Mike:
  - g. Southwest – Emma:
  - h. South – Jen:
- XIV. Upcoming Meeting – October 25, 2021 at noon**
- XV. Review Action Items (if any).** Action items identified above in red.
- XVI. Adjournment**