

**FAEP BOARD MEETING MINUTES**

**May 12, 2014**

**12 – 1 p.m. EST**

1. **Call to Order –** Mary Gutierrez
2. **Roll Call –@**12:08

Teri Hasbrouck arrived late & Elva Peppers prepared meeting minutes in her absence

|  |  |  |
| --- | --- | --- |
| **Name** | **Attendance** | **Proxy** |
| Mary Gutierrez – President | yes |  |
| Kristin Bennett - Past President | yes |  |
| Amy Guilfoyle  - Vice President | yes |  |
| Tim Terwilliger - Treasurer | yes |  |
| Elva Peppers - Secretary | yes |  |
| Bruce Hasbrouck - NAEP Representative | yes |  |
| Jennifer Cummings - Central Chapter | Yes-- | Amy Guilfoyle |
| Ed Currie - Northeast Chapter | no |  |
| Amy Mixon- Northwest Chapter | no |  |
| David Bogardus - South Chapter | no |  |
| Jason Perryman - Southwest Chapter | no |  |
| Elva Peppers - Tallahassee Chapter | yes |  |
| Tim Terwilliger - Tampa Bay Chapter | yes |  |
| Paul Fitzgerald - Treasure Coast Chapter | no |  |
| Erin Kane - At Large Member | Yes (late)  | Tim Terwilliger |
| Alexis Preisser - At Large Member | no |  |
| Courtney Arena – At Large Member | no |  |
| John Lesman – At Large Member | no |  |
| Melissa Butcher- USF Tampa | no |  |
| Jonathan Welker - USF St. Pete chapter | no |  |
| Melissa O’Connor | no |  |
| 9 Board members are needed for a quorum. |

1. **Additions/Modifications to the Agenda** – Bruce Hasbrouck requested to add Annual Filings discussion to New Business
2. **Approve March 2014 Minutes**

Motion by Kristin Bennett

The motion could not be voted on because of lack of quorum. Tabled until next month or until later in the meeting if 9 people attend.

1. **President’s Report** – Mary Gutierrez

Request that all chapters submit their scholarship and awards program updates -most have

1. **Treasurer’s Report** – Tim Terwilliger

FAEP is behind expectations in income and is $641.68 in the red at this point in the year. NAEP conference money will not be known until later in the year, probably October per Kristin Bennett.

Tim- CEU expense came out all at once so it will be paid for two years.

NAEP conference- chapters sponsored about $2,500 and FAEP chipped in the other $1,000.

We are in the third quarter of this fiscal year. The new year begins October 1st.

No chapter projects have been submitted. Deadline was set for submittal of requests to be in by July 31st. Kristin Bennett commented that some chapters may not need to request the extra help from FAEP if their budgets are good.

Bruce changed the Vanguard Account to Bank United & we will be earning 1% per year.

July 31st is the deadline to budget requests from the Chapters.

1. **Administrator’s report** – Teri Hasbrouck

925 members,

28 new and 35 renewing

141 NAEP Members

1. **Vice President’s Report –** Amy Guilfoyle

No report

1. **Secretary’s Report** - Elva Peppers
	1. Board Book – no report
2. **NAEP Update** – Kristin Bennett – Bruce Hasbrouck

Kristin requested that the local chapters continue to distribute information about the NAEP webinars.

There are 5 FAEP representatives on the NAEP Board.

Kristin would like to see 2 unique emails about each NAEP webinar.

1. **Chapter Discussion**:
* Southwest - Jason Perryman

None

* Treasure Coast – Dianne Hughes (Paul Fitzgerald)

**None**

* Northeast – Ed Currie

None

* Tallahassee Area - Elva Peppers

Last month the chapter had a huge turnout for the Cascade Park grand opening. They had the dsign engineers from the City, County and private companies talk about it. There were brown bag lunches distributed at the event.

There will be a chapter luncheon

Their chapter is hosting the NAEP webinar.

* Central – Amy Guilfoyle

Social is this Thursday

Professor Gardner next month

Social in July oyster mat making

* South – David Bogardus

None

* Tampa Bay Area - Tim Terwilliger

The chapter had a Board meeting last week and welcomed 3 new board members. The chapter also held officer elections.

Lunch on the 21st will be Doug Ralston with USA Environmental and the topic is about removal of Underwater MEC Investigation & Response.

June is the joint lunch event with ASCE, no topic yet.

TBAEP has placed an advertisement for an administrative assistant. About 10 responses have been received.

$2,070 was raised from the NAEP conference silent auction for Tampa Bay Watch.

NAEP student poster winners will receive their checks at the May 21st TBAEP luncheon.

* Tampa Bay USF Student Chapter - Jonathon

None

* Northwest - Mary Gutierrez

The chapter is having a networking social on May 15th.

Dan Brown is the June speaker superintendent of the gulf island national seashore issues.

Speaker is Ken Heck in July from the Dauphin Island Park giving an update on the facility.

1. **Old Business**
2. **New Business**
3. **Action items and due dates summary of motions –**

Bruce was disconnected but he should send

1. **Upcoming Meetings**
	1. April 7-10 2014 NAEP Annual conference
	2. April 10 2014 NAEP BOD St. Pete
2. **Adjournment** at 1:02 PM

Our next teleconference is Monday, June 9th.