

**FAEP BOARD MEETING AGENDA**

**February 9, 2015**

**12:00 – 1:00 p.m. EST**

1. **Call to Order –** Amy Guilfoyle 12:03PM EST
2. **Roll Call –** Teri Hasbrouck

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| **Name** | **Attendance** | **Proxy** |
| Amy Guilfoyle – President | Yes |  |
| Mary Gutierrez- Past President | No |  |
| John Lesman  - Vice President | Yes |  |
| Melissa O’Conner - Treasurer | Yes (12:15) |  |
| Elva Peppers - Secretary | Yes |  |
| Bruce Hasbrouck – Parliamentarian  | Yes |  |
| Teri Hasbrouck - Administrator | Yes |  |
| Jennifer Cummings - Central Chapter | No |  |
| Stan Stokes - Northeast Chapter | No |  |
| Amy Mixon- Northwest Chapter | Yes |  |
| Stephanie Voris - South Chapter | Yes |  |
| Lauren Edinger - Southwest Chapter | Yes |  |
| Elva Peppers - Tallahassee Chapter | Yes  |  |
| Tim Terwilliger - Tampa Bay Chapter | Yes |  |
| Paul Fitzgerald - Treasure Coast Chapter | No |  |
| Alexis Preisser - At Large Member | Yes |  |
| Courtney Arena – At Large Member | No |  |
| Todd Hodgson– At Large Member-NAEP Representative | No | Proxy To Amy Mixon |
| Debbie Tyson- At Large Member | Yes |  |

Note: 9 voting members is a quorum

1. **Approve January 2015 Minutes-** Motion to approve by J. Lesman, Second by S. Voris

Motion carried with no objection

1. **President’s Report** – Amy Guilfoyle
	1. Parliamentarian- There was discussion that B. Hasbrouck could fill this role as a non-voting member
	2. Sponsorship Committee – Todd Hodgson did not attend the call
	3. Admin Contract 2016 Committee – John Lesman put out a call for volunteers to help review the contract prior to its expiration in 2016
	4. Mentoring Committee – Amy Guilfoyle
	5. Membership Committee – Need Chair
	6. NAEP Update – New Tennessee Chapter – Voted in favor
	7. Meeting Time – 3rd Monday- Voted yes to changing the meeting time to 3rd Monday- Next meeting 3/16/15
2. **Administrator’s report** – Teri Hasbrouck

The vote to renew the Admin Contract passed in favor through an email vote.

Teri read her office report & indicated that there were 78 new/renewing members, 848 total, 123 NAEP

Members receive 4 notifications of expiring membership

1. **Treasurer’s Report** – Melissa O’Conner

The IRS filings are being done by B. Hasbrouck; Dept of State filings are due in May; Melissa will balance budget sheet and resend; discussions concerning the possibility of saving $500 per year if pre-paid membership for the whole year; because of the sponsorship committee there has been a significant increase in the number of sponsorships received.

1. **Vice President’s Report –** John Lesman
2. **Secretary’s Report** **–** Elva Peppers

E. Peppers is working on the chapters of the Board Book and will reach out to other BOD members to help with content.

B. Hasbrouck is working on the FDACS and tax filings section

1. **Old Business**
	1. FAEP 2015 Conference Update – Kristin indicated that the conference will be in the Fall in WP Beach.
2. **Chapter Discussions**
	1. Tallahassee, Elva Peppers – Student Chapter is being formed and TAAEP members are assisting; B Hasbrouck- USF has a Dropbox; T. Terwilliger will send E Peppers additional documents he found; TAAEP would like to submit articles to the Beacon; Planning a Scholarship Fundraiser Billiards Tourney
	2. Tampa Bay, Tim Terwilliger – Membership drive offered an i-pad mini 62 people renewed/joined; 22% of membership; advertized through their newsletter, LinkedIn, & emails
	3. Remaining Chapters as time permits:
		1. Northwest – Amy Mixon- spring social is being coordinated with Earth Day
		2. South – Stephanie Voris- Coral reef preservation plan was topic of their luncheon.
3. **Upcoming Meeting**

Bruce brought up having a lifetime achievement award, mentioned Doug Fry & Garrity

He is planning a trip to Cuba and invited other Environmental Professionals who are interested in laying groundwork over there.

1. **Adjournment** (12:59)