

**FAEP BOARD MEETING MINUTES**

**June 11, 2012**

**12:00 p.m. – 1:00 p.m. EST**

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| --- | --- | --- |
| **Name** | **Attendance** | **Proxy** |
| Kristin Bennett – President | Yes |  |
| Erik Neugaard - Past President | No | Jeff Marcus |
| John Lesman - Vice President | Yes |  |
| Kathy Hale - Treasurer | Yes |  |
| Mary Gutierrez - Secretary | Yes |  |
| Bruce Hasbrouck - NAEP Representative | Yes |  |
| Amy Guilfoyle - Central Chapter | Yes |  |
| Ed Currie - Northeast Chapter | Yes |  |
| Matt Dimitroff- Northwest Chapter |  |  |
| Jeff Marcus - South Chapter |  |  |
| Matt Miller - Southwest Chapter | Yes |  |
| Elva Peppers - Tallahassee Chapter | Yes |  |
| Tim Terwilliger - Tampa Bay Chapter | Yes |  |
| Arnaud Roux - Treasure Coast Chapter |  |  |
| Erin Kane - At Large Member |  | Bruce Hasbrouck |
| Alexis Preisser - At Large Member |  |  |
| Melissa O’Connor – At Large Member |  |  |
|  |  |  |

1. **Roll Call**
2. **Approve May Minutes**

Motion by: Mary Gutierrez

Second by: Ed Currie

All aye

1. **President’s Report** – Kristin Bennett
	1. **VP and Treasurer position for 2012**

Kristin solicited any BOD members for these positions. Two individuals have expressed interest to her previously.

Kristin sent portions of the presentation that was given at the NAEP BOD meeting that shows the benefits of the NAEP affiliation agreement. Florida has the most NAEP members and is paying the highest amount for the affiliation agreement and help from local chapters would be greatly appreciated.

Tim asked if the affiliation fee is an annual fee and if this would be covered by FAEP dues in the future. Kristin stated that the cost is in the existing budget and that FAEP will continue to include the cost in the budget but would appreciate any help form the local chapters or sponsors.

1. **Vice President’s Report** – John Lesman

No report.

1. **Treasurer’s Report** – Kathy Hale

Checking account balance is $15,279.94 and Vanguard account balance is $24,750.71

Kathy will be sending out a notice to chapters for budget requests to get back to her shortly.

The organization is in good standing for the budget this year.

The affiliation agreement payment of $2,000 has been paid to NAEP and Bruce is contacting SFAEP for their $1,000 contribution to this expense. Kathy thanked South Florida and solicited other chapters to help with this cost through sponsorships or their own budget.

Motion to approve the Treasurer’s report: Bruce Hasbrouck

Second: Mary Gutierrez

All aye

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

No report

1. **Administrator’s report** – Teri Hasbrouck (sent via email)
	1. Office report, budget report, transactions

920 members, 160 NAEP members

1. NAEP Update – Kristin Bennett, Paul Looney, Bruce Hasbrouck (see memorandum)

Kristin distributed the Power point presentation to the BOD from the meeting.

Kristin learned a lot about the organization (NAEP) and the individuals on the NAEP BOD by attending the conference and BOD meeting.

Chapter leadership meeting was also conducted. July NAEP BOD meeting in Kansas City will be July 20-21, 2013, where the 5-year Strategic Plan will be discussed.

Next year the NAEP Conference will be in early April in L.A., California (www.naep.org/2013-naepaep-conference)

Sponsors and call for papers has been distributed. Call for award nominations was also sent out.

1. **New Business**
	1. Requests for reimbursement from local chapters: please submit all receipts and requests for reimbursement by the end of August.

FYI-The balance sheets shows which chapter requested funding this year.

* 1. **FAEP Community Service Award** (Elva)

No report

* 1. **Photo submittals**

Kristin mentioned that FAEP is looking for photos on the website, please send photos to Teri.

TBAEP has released the noticed of their photo contest and those photos will also be used on the FAEP website.

1. **Committee Reports**

Bruce: a page will be set up on the website with the monthly notice including a hot link to NAEP information on the website. This is being used to disburse national information to FAEP members.

Kristin stated that a request has been made to NAEP to provide information (a stand, cards and Journal information) to each local chapter to have out at meetings to promote NAEP.

1. **Old Business**
	1. **Annual Meeting update**
		1. **Request for area to display NAEP, FAEP and chapter information**
	2. Number of complimentary memberships available per chapter

There was Board approval last year for local chapter speaker complimentary memberships. The officers would like local chapters to consider these memberships in their requests for funding this year, and include these costs in their requests.

* 1. **FAEP Board Book**

No new items.

* 1. Teaming with ELULS

Kristin has tried to reach numerous individuals, numerous times from the organization and has not reached anyone as of this date. Elva sent some information to them and it was sent out to their membership, however, they did not communicate back with her.

* 1. 2014 NAEP Annual Conference (Bruce)

Bruce prepared a basket of Tampa Bay fun stuff for the Silent Auction at this year’s NAEP conference to help advertise the 2014 NAEP conference in St. Petersburg. He will send out information soliciting FAEP BOD members as session chairs at the 2014 conference. He also asked everyone to look out for excellent speakers. Kristin will send a picture of the basket.

1. **Chapter Issues**

Kristin will send out information about the FAEP conference again.

Several chapters are offering NAEP webinars. Matt asked about how a chapter pays for the webinar. Kristin pointed out that a credit card can be used on the website or NAEP will invoice the chapter at a later date. Several chapters have taken advantage of this training opportunity while providing the webinar at several locations.

Ed asked if a person can sit on more than one local chapter BOD?

Kristin’s understanding of the bylaws is that the bylaws do not address this item. Kathy doesn’t see that there would be a problem with this situation. Kristin noted that when an individual is sitting on the FAEP BOD, then that member is acting in the best interest of FAEP. She does not see where a member of a local chapter BOD would have a conflict if they sat on more than one BOD. Kristin is inclined to have this issue decided at the local chapter level. Ed will report back to NEFAEP.

1. Chapter Reports (submitted prior to the meeting via email)
* Central – Amy Guilfoyle-CN has a change in the speaker for their June meeting.
* Northeast - Ed Currie
* Northwest -
* South - Jeff Marcus
* Southwest - Matt Miller
* Tampa Bay Area - Paul Bowers
* Treasure Coast - Arnaud Roux
* Tallahassee Area - Elva Peppers
1. **Action items and due dates summary of motions (Mary Gutierrez**)

None.

1. Upcoming Meetings
* **July 9 next FAEP BOD meeting**
* June NAEP Chapter leadership meeting (conference call)
* July 21-22 NAEP chapter leadership retreat, Kansas City
1. Adjournment – 12:56 PM