

**FLORIDA PLANNING & ZONING ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING**

**June 14, 2014**

**West Palm Beach Marriott  
West Palm Beach, FL**

President McMichael called the meeting to order at 9:10 AM. The following were present:

Paula McMichael – Calusa	Arleen Hunter – Calusa
Tina Ekblad – Calusa	Paul Wiczorek- Springs
Joe Quinn – Springs	Tom Brooks – Surfcoast
John Thomson - Surfcoast	Helen LaValley – Surfcoast
Gail Henrikson – Surfcoast	Tim Brown – Northwest
Kevin McCarthy – Gulfcoast	Courtney Mendez – Gulfcoast
Brady Woods – Gulfcoast	Rachel Layton – Gulfcoast
Thad Crowe – First Coast	Randy Gallup – First Coast
Branden Roe – Student	Leigh Kerr – South Florida
Jim Barnes – South Florida	

Wanda Classe attended as Administrator.

**WELCOME AND INTRODUCTIONS** – President Mendez welcomed everyone and thanked them for attending. Introductions were made by each individual stating their name and chapter/state affiliation.

**ADMINISTRATOR’S REPORT** –Wanda Classe distributed director packets stating that the minutes of the April 12, 2014 meeting were emailed to all board members. Thad Crowe’s name was misspelled in the President’s Report. With this correction noted, Paul Wiczorek made a motion to approve the April 12, 2014 minutes as distributed. Tom Brooks seconded the motion; approved.

The Membership Report showed 472 as the total number of members, 163 individual members, 300 members from 75 agencies, three students, two honorary students, two Past President Emeritus and two paid Past Presidents Emeritus. Wanda Classe distributed checks to chapters for members joining or renewing since the last board meeting.

The report showed the May 31, 2014 bank balance to be \$56,596.40 compared to the May 31, 2013 balance of \$33,047.72. The reason for the current high balance is money received for the conference with very few expenses have been paid.

She asked those present to review a listing of board members for changes or corrections

**VP FINANCIAL AFFAIRS** –Treasurer Arleen Hunter stated that she and incoming Treasurer Kevin McCarthy met and transferred all treasurer related files. Arleen presented the financial report from January through May showing bank total and outstanding checks. She stated that the budget did not have a conference expense line item and she had added one because this year’s conference is State hosted. She also stated that if everyone agrees, the conference will have one expense line and one income line with a side spreadsheet showing conference income and expense. Tom Brooks made a motion to approve adding the Conference Expense line item and keeping income and expenses on a separate report. Brady Woods seconded the motion; approved. After review of the report, Tom Brooks made a motion to accept the financial report as distributed. Tina Ekblad seconded the motion; approved.

**VP MEMBERSHIP SERVICES REPORT** – John Thomson reported that FPZA is still getting requests from people wanting to join the LinkedIn page. He will meet with Incoming VP Membership Services Arleen Hunter and explain the LinkedIn process. Arleen stated that she would like to see the Northwest Chapter (Tallahassee area) be revitalized and mentored.

**VICE PRESIDENT’S REPORT** – John Thomson is the incoming Vice President

**PRESIDENT’S REPORT** – President Mendez stated that her goals for the year were (1) remember the larger picture of planning, (2) continue to provide CM Credits and (3) at least one service project this year.

**STUDENT OUTREACH** – Branden Roe stated that he would suggest that the scholarship information be sent out earlier while school is still in session so the students have ample time to submit the required information. He also suggested more mentoring of the students.

**OVERVIEW** – The deadline for the July issue will be June 30, 2014. Contents will focus on the conference with the following articles: Brady will write an overview of the sessions, Thad will list awards and

winner, Gail Henrikson will be the spotlight, Courtney will write a President's Message and the conference sponsorship ads will run in this issue. Branden Roe is the new editor and Doug Kelly will assist him.

**CONFERENCE REPORT** - Brady Woods thanked everyone who assisted with the conference and especially Jim Barnes. He reported that 88 people registered for the conference and 84 attended. He gave an overall financial view of the conference stating that until the Marriott bill was finalized, the conference figures could not be determined.

The Wednesday reception was approved for .5 credit but since the lecture lasted over an hour, an additional .5 credit will be requested. Also the walking tour will be resubmitted for more credits as the commentary lasted the entire tour.

**QUARTERLY BOARD MEETINGS –**

Summer Meeting: September 13, 2014 in the Sarasota/Tampa/Pinellas area

Fall Meeting: January 10, 2015 in the Surfcoast Chapter area

Winter Meeting: March 21, 2015 in the Gainesville area

Spring Meeting: June 13, 2015 in conjunction with the 2015 Conference

**2015 CONFERENCE** – The conference will be hosted by the Gulf Coast Chapter and will be held June 10-13, 2015. The hotel will be the newly renovated Hampton Inn & Suites in downtown Bradenton. Most of the conference sessions will be at Pier 22.

**CHAPTER REPORTS**

**CALUSA** – Tina Ekblad reported that the Flood Plain Management session has been scheduled for July 18. Their election/social will be held in August. Their holiday social will be held in December.

**FIRST COAST** – Randy Gallup reported that the chapter had held a board meeting the previous day. He stated that their March luncheon featured FEMA. They had a social in conjunction with the Jacksonville Suns and the next scheduled luncheon will be in August. A seminar is being planned for October and the awards/holiday event will be held in November. Previously the First Coast Chapter had shown an interest in hosting the 2016 Conference. Randy stated that this was not discussed at the board meeting but he will bring it up and let everyone know the decision.

**GULF COAST** – It was reported that the chapter is continuing to hold a lunch every other month. They are also currently planning the 2015 Conference. In the future, they would like to host an event in conjunction with Suncoast

**SPRINGS** – Paul Wiczorek stated that he and Joe Quinn will work on scheduling an event with Suncoast Chapter.

**SURFCOAST** – Helen LaValley reported that the chapter held a Flagler County social and it resulted in two new members. No activity is planned in June and they are looking into a service project. She stated that there will be a Regional Forum the day prior to the January 10, 2015 board meeting.

**ADJOURN** –With no further business, the meeting was adjourned at 10:19 AM

Respectfully Submitted

Wanda Classe, Administrator