

FLORIDA PLANNING & ZONING ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
June 12, 2010
Ritz-Carlton – Sarasota, FL

President Layton called the meeting to order at 8:45AM with the following in attendance:

Thad Crowe – Surf Coast	Rachel Layton – Gulf Coast
Nancy Roberts – Central Florida	Brady Woods – Central Florida
Paula McMichael – Calusa	Sharon Jenkins Owen – Calusa
Tina Mayfield – Calusa	Arleen Sheehan - Calusa
Kathleen Thompson – Gulf Coast	Stephen Thompson – Gulf Coast
Leigh Kerr – South Florida	Amye King – Central Florida
Paul Wiczorek – Springs	Scott Stewart – Central Florida
Courtney Mendez – Gulf Coast	John Thomson – Surf Coast
Joe Quinn – Springs	Erin Provenzale – Central Florida
Misty Servia – Sun Coast	Wanda Sloan – Sun Coast
Scott McGraff – Surf Coast	Kelly Ray – South Florida
Doug Kelly – Central Florida	Arturo Interiano – Central Florida
Greg Stubbs – Surf Coast	
Wayne Waldack – non member attended as a guest	
Wanda Classe attended as Administrator.	

WELCOME AND INTRODUCTION – President Layton welcomed everyone and stated that she appreciated everyone's effort to attend and is looking forward to working with each person in the coming year. Introductions were made by each individual.

ADMINISTRATOR'S REPORT – Wanda Classe called attention to her report that was in the director's packets. The report showed 707 total members – 236 individual members, 452 members from 146 agencies, 18 students and one honorary member.

Paul Wiczorek stated that the bylaws state that when a past president has continued active service for five years after serving they shall receive the recognition of Past President Emeritus. Paul made a motion for Leigh Kerr and Stephen Thompson to be made Past President Emeritus. Nancy Roberts seconded the motion; approved.

The May, 2009 bank statement reflected a total of \$51,250.23 compared to the May, 2010's total of \$36,474.65.

Members were asked for additions or corrections to the April 23rd Strategic Planning Meeting and the April 24, 2010 board of director minutes. It was stated that the word meeting was missing the g. With this correction noted, Leigh Kerr made a motion to approve the minutes. Stephen Thompson seconded the motion; approved.

In the packet was a list of State Officers, Chapter Directors, Past Presidents and Presidential Appointments. President Layton stated that she had sent out emails requesting members to continue as appointments or to accept an appointment.

*Leigh Kerr will check to see if Terry Virta still wants to be listed for Gulfstream Chapter.

* Joe Quinn will be listed to represent Springs Chapter.

* Patrick Murphy will be taken off as an appointment

* Amber Wheeler, Alexis Crespo, Amy King, Tom Lewis, Arturo Interiano, Tom Brooks, Erin Provenzale, Arleen Sheehan, Amy Johnson and Sharon Tarman will be added as appointments.

* Tim Brown had mistakenly been taken off the list and will be returned to the list.

FINANCIAL – Treasurer Woods stated that he and incoming treasurer Paula McMichael met the prior day and went over the financial aspects of the association and after this report Paula would be giving the Financial

Reports. He then distributed a January through May 2010 budget report. In review of the report, Treasurer Woods asked everyone to write in the May ending balance of \$36,474.65. It was stated that the total column should read Jan-Dec 2010 instead of 2009. He was also asked to reformulate the Conference credit card registration column as it was not calculated correctly. With these corrections/revisions Courtney Mendez made a motion to accept the financial report. Nancy Roberts seconded the motion; approved.

In discussion of signers on the bank accounts, Paul Wieczorek made a motion to keep current signers Wanda Classe, Nancy Roberts and Brady Woods on the account and add President Rachel Layton and 2010-2011 Treasurer Paula McMichael. Tina Mayfield seconded the motion; approved.

VICE PRESIDENT MEMBER SERVICES REPORT – Nancy Roberts stated that she would be meeting with Brady Woods and passing to him the information she had attained as VP of Member Services. She stated that she would like see the regional forums continued after a successful one was held in Orlando on Rail and suggested possibly holding them on Friday prior to a board meeting. Casinos had previously been suggested as a topic.

Nancy continued to report that FPZA is continuing to work with the various colleges and chapters.

Doug Kelly stated that University of Central Florida (UCF) wants to be involved with FPZA and is beginning their program with 30 students.

PRESIDENT ELECT REPORT - President Layton presented the proposed State Board Policy, previously discussed at the April board meeting, regarding the State Board's Professional Development Officer (PDO). Paul Wieczorek made a motion to approve the policy as presented with the exception of naming the software to use to create a database for educational programs. Brady Woods seconded the motion; approved. The approved policy will be added to the web site under Bylaws and Policies.

Wanda Classe was also asked to remove all old job posting and the 2010 conference information and add the date and location of the 2011 conference.

OVERVIEW EDITOR – The goal for 2010 and 2011 is to send out an *OVERVIEW* after each board meeting. The cost of a business card and in the newsletter is \$100 for four issues.

CHAPTER REPORTS

CALUSA – They are trying to schedule more monthly events – their last event was held in conjunction with the Bar Association. The chapter is also in the planning stages for the 2011 conference.

CENTRAL FLORIDA – Central Florida held a successful Rail Forum on April 29, 2010 with drinks and refreshments. A September program is being planned on Urban Parks.

FIRST COAST – No report.

GULF COAST – The chapter has been on a big push for the 2010 conference. After the conference, they want to hype up their monthly meetings.

GULF STREAM – No Report

SOUTH FLORIDA – Leigh Kerr reported that they had held a successful program in conjunction with Gulf Stream and signed up five new members as a result. South Florida and Gulf Stream are working together to plan more activities.

SPRINGS – Joe Quinn is going to assist in revitalizing the chapter.

SURF COAST – John Thomson stated that they had received the award for the “Most Improved” chapter at the Awards Luncheon. Most of their chapter meetings are luncheons and they would like to coordinate with and invite Central Florida Members to their meetings. They are also planning an Annual Gala.

SUN COAST – Wanda Sloan stated that the chapter is having a meeting next month. Most of their officer and directors have changed jobs or moved from the area.

OLD BUSINESS – President Layton thanked Kathleen Thompson and the Gulf Coast Chapter for a successful conference and encouraged Calusa to start early planning now. Greg Stubbs committed to raising \$3,000 for the conference and challenged others to match his effort and gave a motivating presentation on building pride in FPZA. He will send Rachel a list of organizations to possibly partner events with. It was suggested that Calusa develop a ticket price for children in different age groups as children did attend the evening functions at this conference.

NEW BUSINESS – President Layton distributed notebooks to the Executive Board members and the 2011 Conference Chair and encouraged committee chairs to keep notebooks up to date throughout the year so that the notebooks can be passed annually. A cd of standardized forms was included with the notebooks.

Doug Kelly will ask DCA about FPZA having a booth and brochures at their June 22 and 23 meeting.

Wanda Classe stated that dues invoices would be sent out by July 1. There was a discussion regarding membership certificates and how to send them out. At a previous board meeting, it was decided that new members would receive a certificate and renewing members would receive a follow up email written by the President. President Layton stated that she would like to see all members receive certificates yearly. After discussion, Stephen Thompson made a motion that on October 1st the FPZA will mail membership certificates to the chapter president for all their renewing members. It will be up to the Chapter President as to how they are distributed. Paul Wiczorek seconded the motion; approved. Amye King made a motion to extend free memberships to members that are unemployed. Nancy Roberts seconded the motion; approved.

President Layton stated that goals would be a main topic at the August board meeting. She distributed a 2010-2011 Tentative Board Meeting Schedule.

August 27 – Regional Forum – originally scheduled for Gambling now changed to Oil

August 28 – Quarterly Board Meeting – Proposed location: Tampa

October 22 – First Coast Awards Banquet

October 23 – Quarterly Board Meeting - Proposed location: Jacksonville

January 7 – Regional Forum – Mobility Fee Pilot Program with proposed location being CityLab with UF & UCF

January 8 – Quarterly Board Meeting – Proposed location: AECOM offices in Orlando

March 25 – Regional Forum – Port with the proposed location at FAU

March 26 – Quarterly Board Meeting – Proposed location: Fort Lauderdale.

ADJOURN – With no further business, the meeting was adjourned at 11:55 AM.

Respectfully Submitted,

Wanda Classe
Administrator