

FLORIDA PLANNING & ZONING ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
January 8, 2011
AECOM – Orlando, FL

President Layton called the meeting to order at 8:38 AM. The following were present:

Rachel Layton – Gulf Coast	Paula McMichael – Calusa
Brady Woods – Central Florida	Nancy Roberts – Central Florida
John Thomson – Surfcoast	Tom Brooks - Surfcoast
Thad Crowe – Surfcoast	Amy Johnson – First Coast
Kathleen Thompson – Gulf Coast	Courtney Mendez – Gulf Coast
Erin Provenzale – Central Florida	Diane Chadwick – Sun Coast
Joe Quinn – Springs	Paul Wiczorek – Springs
Tom Lewis – Applachee	Mark Barnebey – Gulf Coast
Kelly Ray – South Florida	Stephen Thompson – Gulf Coast

Wanda Classe attended as Administrator

WELCOME AND INTROUCTION – President Layton welcomed everyone and thanked them for attending. Introductions were made by each individual stating name and chapter affiliation. She thanked Nancy Roberts and AECOM for hosting the meeting and the Central Florida Chapter for providing the refreshments.

ADMINISTRATOR’S REPORT – Wanda Classe distributed director packets. The Membership Report showed a total of 572, 175 individual members – including 4 unemployed, 389 members from 123 agencies, 5 students and 3 Past President Emeritus.

The December 2010 bank balance shown was \$26,944.89. (*Administrator’s note: The bank balance was shown incorrectly as the balance of one account and the December 31, 2010 total for both accounts should have been shown as \$43,106.74*) compared to the December 2009 bank balance of \$46,675.96.

Members were asked for additions or deletions to the November 6, 2010 board meeting minutes. Brady Woods made a motion to approve the minutes. Paul Wiczorek seconded the motion; approved.

Wanda Classe also reported that she had renewed the CM Credit package with APA for a fee of \$995.00 which gives FPZA and chapters unlimited credits for the year.

VP MEMBERSHIP SERVICES REPORT – Brady Woods reported that he had spoken with Don Neu and that Don could no longer serve as president of the Heartland Chapter. He continued to explain that Heartland has never been real active because the area of coverage is so large. A plea was sent out to all the Heartland members asking for volunteers for chapter leadership and no response was received.

Paul Wiczorek asked for assistance with the Springs Chapter with Paul being the ‘point to’ person.

Kelly Ray reported that she attended an FAU event in early winter.

A Regional Forum was discussed in conjunction with the March Board Meeting in Ft. Lauderdale. Rachel Layton stated that Don Caillouette has volunteered “Hurricane Tolerant Communities”. Other possible topics were discussed such as Ethics. Leigh Kerr mentioned the Sun Sentinel as a possible location for the forum. Brady Woods, Nancy Roberts, Kelly Ray and Leigh Kerr will be the forum committee. Topic and location suggestions should be sent to Brady. Another forum will be considered for the Board Meeting in Daytona in the fall.

Brady Woods reported that currently there are 47 members participating in the state’s LinkedIn program. Brady is handling the site.

FINANCIAL – Treasurer McMichael distributed a January 2010 through December 2010 budget report with December not being reconciled so it is a tentative year end. After review, Paul Wiczorek made a motion to accept the financial report as distributed. Courtney Mendez seconded the motion; approved.

Treasurer McMichael stated that requests for chapter financials will go out in February with a deadline to receive them by February 15, 2011.

PRESIDENT ELECT REPORT – Nancy Roberts coordinates all the sessions where continuing education credit is available and gets approvals from APA. She emphasized that she should be notified of all programs offering credit. She is copied on the approval from APA but doesn't know what is being approved or what chapter the approval is for. All events should be coordinated with Nancy and officially approved by her. In turn, she will send the information to the FPZA office for posting on the web site.

Nancy is getting cooperation with other groups by advertising each other's events. She also suggested that the other groups could be a good source for speakers.

OVERVIEW – Paula McMichael stated that the deadline to receive articles is next Friday. She encouraged all chapters to send her articles on their chapter events and happenings. The deadline for the next issue is April 1.

BREAKOUT SESSIONS – Bylaws – Social Media – Scholarship

BYLAWS – President Layton reported that the committee is working on proposed bylaw changes and plans to have the proposed changes presented to the board at the next board meeting. Proposed changes will address qualifications for the Executive Committee, full time student for Student Membership, all Memberships as to member of chapter of choice or chapter of their residence or business location, defining Past President Emeritus, reporting of local dues and approval of chapter bylaws by state.

SCHOLARSHIP – Paula McMichael reported that at the last board meeting a motion was made and approved that the 2011 budget would have one line item for scholarships and the amount in that line item by \$3,000.00. The committee is proposing an 'Outstanding Student Award' for six students @ \$500 each. The award would entitle the recipient to registration for the conference and two nights at the conference hotel. No cash awards would be given to the winners and the winners would be one student from the six schools offering planning. The committee also came to a consensus that the students should apply by submitting a 500 – 1,000 word essay. The proposed deadline to receive applications would be April 8 and winners determined by April 29. The committee will oversee contacts with the schools. Nancy Roberts made a motion to approve six student awards at \$500 each to cover conference registration and two nights at the conference hotel. Paula McMichael seconded the motion; approved.

SOCIAL MEDIA – Brady Woods reported that discussion was held regarding LinkedIn and posting chapter boards, minutes, chapter events and links. Members can automatically join but non members will be selected carefully. Non members will be invited to join if their profession is related to the industry. Facebook will be encouraged on the chapter level but will not be overseen by the state. Each chapter is to appoint a media person in charge of media for that chapter. Amy Johnson, Kelly Ray and Brady Woods will assist chapters in building their own social media page.

CHAPTER REPORTS -

CALUSA – Paula McMichael reported that the chapter is busy working on conference items and have had very few events.

Central Florida – They held their annual holiday event in conjunction with APA in December and 60-70 attended. The first planned 2011 event is a luncheon at the end of February. Matt Boerger is the new president.

First Coast – They held their annual holiday event in November in conjunction with the state board meeting. Their first 2011 luncheon is being planned for the end of February.

Gulf Coast – Mark Barnebey was the speaker at their holiday luncheon. The chapter has cut back from monthly luncheons to luncheons every other month. There will be an organizational meeting the following week.

South Florida – The chapter will be active in planning the Regional Forum for March. Kelly Ray attended a November 8th FAU meeting.

Springs – Dialogue is being had with people to try to establish a core group to revitalize the chapter. One of the plans is to have a lunch meeting in February in Gainesville. They are also planning to have some socials in the future. Joe Quinn asked for a chapter list and adjoining chapter's list including First Coast and Suwanee.

SunCoast – President Layton will contact Wanda Sloan for an update of new officers.

Surfcoast – The chapter hosted six lunch programs last year. Approximately 50-55 attended their Awards Gala. They reported that their set goal was to have credibility as a chapter by the end the year with \$3,000 in the bank. The goal was achieved and this year's goal is to diversify with commissioner training and presenting the awards in person.

OLD BUSINESS

CONFERENCE PLANNING – Currently the chapter has one conference sponsor in the amount of \$1,250 and needs \$7,500 for the conference to break even. There was discussion regarding a statewide committee to raise money for the conference, with a representative in each chapter. Greg Stubbs and Surfcoast have pledged to raise \$3,000.00. John Thomson will coordinate statewide efforts and keep spread sheet up to date.

NEW BUSINESS

The next Board Meeting will be held in Ft. Lauderdale on March 26, 2011 with the Regional Forum held on March 25, 2011.

Tom Lewis is presidential appointment and was asked to give an overview of possible governmental changes under the new governor.

Articles on legislation were encouraged for the *Overview*.

ADJOURN: With no further business, the meeting was adjourned at 11:42 AM.

Respectfully Submitted,

Wanda Classe
Administrator