

FLORIDA PLANNING & ZONING ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
March 26, 2011
Courtyard by Marriott
Plantation, FL

President Layton called the meeting to order at 8:48 AM. The following were present:

Joe McManus – South Florida	Kelly Ray – South Florida
Leigh Kerr – South Florida	Rachel Layton – Gulf Coast
Doug Kelly – Central Florida	Brady Woods – Central Florida
Paul Wieczorek - Springs	Thad Crowe – First Coast
Paula McMichael – Calusa	Alexis Crespo- Calusa
Bernadette Rabb- Guest	
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 Leigh and Kelly for coordinating the Ethics Program the previous day. She also thanked the South Florida Chapter for hosting the board meeting.

CONFERENCE UPDATE – Alexis Crespo distributed an overall tentative agenda, projected expenses and income and a list of companies who have committed sponsorships for the 2011 conference being held June 8-10, 2011. President Layton presented Alexis and the Conference Committee a \$500 check from the Gulf Coast Chapter for sponsorship. Paul Wieczorek personally pledged \$250.00 for a sponsorship. Leigh Kerr pledged a \$500 sponsorship from his office and Doug Kelly pledged a booth and goodie bag stuffers. They are projecting 75 full registrations at the conference. Registration for the conference is \$325 prior to May 23, 2011 and \$350 after May 23. The Thursday night reception will be held on a boat. The Awards Luncheon is on Thursday and will also be the installation of Officers. The site of the conference is the Naples Beach Hotel and Golf Club and the room rate is \$129 through May 24th. Everyone was encouraged to help solicit sponsors and to register for the conference.

SCHOLARSHIP COMMITTEE UPDATE – Wanda was asked to reserve six rooms for Wednesday and Thursday nights for the scholarship recipients. Lara Dietrich is chair and Thad will check with her to see how the selection process is progressing.

ADMINISTRATOR’S REPORT – Wanda Classe distributed director packets. The Membership Report showed 587 total membership, 183 individual members, 396 members from 125 agencies, 5 students and three Past President Emeritus.

The February 2011 bank balance was \$41,841.79 compared to the February 2010 bank balance of \$44,322.65.

The FPZA table top display was set up at the Ethics Seminar and there was discussion as to its condition. Doug Kelly made a motion to expend up to \$300 to replace the display board. Thad Crowe seconded the motion; approved. This expense will be coded to Projects to be Determined.

Members were asked for additions or deletions to the minutes of the January 8, 2011 board of directors meeting. Brady Woods made a motion to approve the minutes. Paul Wieczorek seconded the motion; approved. Wanda confirmed that \$995 was the correct amount paid to APA for the continuing education credits and was the amount that has been paid for the last few years.

VP FINANCIAL AFFAIRS - Treasurer McMichael distributed two reports. The first report was for January through December, 2010 showing year end totals. The second report was for current January through February 28, 2011.

Joe McManus gave the history of the South Florida Chapter. The chapter basically became inactive and money kept accumulating from dues. After the bank account was dormant for a while, the bank closed the account. In order for them to have an active bank account, they incorporated the chapter and opened a different account. Now IRS will not renew their corporation because certain paperwork has not been completed. The corporation for the chapter will automatically cease on May 1. There was discussion regarding the money in the account. One thought was that they would sponsor scholarships in the South Florida area. It was also mentioned that FPZA would be happy if they sponsored some of the state's scholarship. It was suggested that they survey the chapter members and get their thoughts on the money.

Thad Crowe made a motion to accept the financial reports as presented. Paul Wieczork seconded the motion; approved.

VP MEMBERSHIP SERVICES - Brady Woods reported that both Heartland and Springs Chapters have asked to be a part of the Mentoring Program. Paul Wieczork stated that he and Joe Quinn will try to put a plan together for the chapter. Plantation Inn in Crystal River was suggested as a possible board meeting site. President Layton stated that she will coordinate with Incoming President Nancy Roberts requests received during her presidency. Brady will contact Don Neu regarding dissolving Heartland's bank account.

University outreach – Brady stated that a couple of his former colleagues are now professors in South Florida and he will try to get them involved. He also stated that the planning programs were up and running at both UCF and Rollins and both colleges have members in the Central Florida Chapter.

President Elect – Nancy Roberts was absent due to illness.

OVERVIEW Newsletter – Paula McMichael stated that the deadline for the next newsletter is April 8, 2011. Doug Kelly and Leigh Kerr both confirmed that they would be renewing their ads in the newsletter. Tom Brooks is writing an article for the newsletter. This issue's membership profiles will be on Tom Brooks and Kelly Ray. Kelly will also write an article about yesterday's Ethics Seminar. Newsletter needs to go out in time for the members to receive the proposed bylaw changes and ballot 30 days prior to the conference.

CHAPTER REPORTS

Calusa – the Chapter is busy with activities for the upcoming conference. They did have a joint event with the Bar Association on Land Use.

Central Florida – the Chapter held an event in February – Downtown Development Board is focusing on the old arena site featuring on high tech. They will be partnering with Surfcoast Chapter hosting an event on wild fire. The chapter is also beginning to focus on sites for the 2012 Conference.

First Coast – A social is being planned for next month.

Gulf Coast – An event is being planned for May 12 with several other associations regarding the new rowing facility – the fourth largest in the world. The chapter is sponsoring an unemployed planner's registration and two hotel nights to attend the conference. The Chapter did sponsor the 2011 conference in the amount of \$500.

Gulfstream – No events

South Florida – They held a very successful Ethics Seminar the previous day. Approximately 70 registered for the seminar and a little more than half attended the event. Kelly Ray has been working on social media for the chapter.

Surfcoast – John Thomson, President of Surf Coast Chapter, sent an email report regarding chapter activities and President Layton encouraged all chapters to do the same if they cannot be represented at board meetings. Highlights of his email message (1) held a Volusia County's Transit Design Standards program in February – 45 attended - and plan four additional programs for the year (2) held their first Planner Commissioner Training session in February for two coastal cities, (3) co-sponsored the first luncheon program

of the City of Ormond Beach Green Education series – 65 attended (4) board is focusing on a 2-3 year budget with hosting the 2013 state conference in mind (5) investing the possibility of co-sponsoring an event with APA Atlantic Coastal Section and (6) reviewing bylaws and dues structure.

OLD BUSINESS –

BYLAWS – President Layton distributed proposed bylaws regarding (1) Student Member, (2) Membership of Private and Public Agencies, (3) Dues and Bylaws of chapters. Each proposed change was discussed. After discussion and agreed changes made, Leigh Kerr made a motion to accept the proposed bylaw changes and send to membership for approval at the 2011 Conference. Paula McMichael seconded the motion; approved. President Layton will incorporate the changes approved at this meeting and will prepare for membership distribution. **A copy of the proposed bylaw changes is attached and will be part of the record of these minutes.**

SOCIAL MEDIA – Brady Woods reported that LinkedIn currently has over 60 enrollees and is continuing to receive requests from non-members. Members only are being accepted with a note to the non members encouraging them to join. Amy Johnson and Kelly Ray should be copied on all social media communications. South Florida and First Coast have established their own local social media and Central Florida has revitalized their site.

AWARDS- Award entries will be sent to Wanda's office so that she can coordinate the entries. Courtney Mendez, Thad Crowe, and Doug Kelly will assist chair Lara Diettrich.

NEW BUSINESS

The next quarterly board meeting will be held in conjunction with the 2011 Conference and will be held on June 11, 2011 at the Naples Beach Hotel.

Doug Kelly stated that efforts should be made to record FPZA's past into a documented history to preserve the past and build on for the future.

ADJOURN – With no further business, the meeting was adjourned at 12:08 PM

Respectfully Submitted,

Wanda Classe
Administrator