

BOARD OF DIRECTORS MEETING MINUTES

TELECONFERENCE

JUNE 12, 2020

President Stuart called the meeting to order at 2:09 PM.

The following were present:

SCOTT STUART – CENTRAL FLORIDA
JOE QUINN – SPRINGS
DIANNE CHADWICK – SUNCOAST
COLLEEN MILES – SURFCOAST
SARAH SINATRA GOULD – SOUTH FLORIDA
PAUL WIECZOREK – SPRINGS
JIM BARNES – SOUTH FLORIDA
KATIE LABARR – GULFCOAST
VIVIAN DRAWNEEK – GULFCOAST
PHILIP DiMARIA – GULFCOAST
DAN SMITH – CALUSA
ALEXIS CRESPO – CALUSA
BRANDEN ROE

WELCOME AND INTRODUCTIONS

Roll call was conducted and a quorum was determined. President Stuart welcomed everyone and thanked them for participating in today's meeting.

OUTGOING PRESIDENT REPORT

President Stuart provided in his outgoing message that he felt optimistic about a rebounding of the workforce returning to normal. He stated that he would continue to focus on the membership drive and his goal was to double the current total membership number. He then announced the new Board: Jim Barnes, President; Joe Quinn, President -Elect; Sarah Sinatra-Gould, VP Member Services; Dan Smith, VP Financial Affairs; and, Scott Stuart, Immediate Past President.

PRESIDENT'S REPORT

President Barnes welcomed the new Board. President Barnes stated that he was in search of volunteers for At-Large Directors and some that would represent areas with small or inactive chapters, as well as a Chapter Mentoring Program and Web and Social Media Coordination. He stated he would make appointments as necessary.

STATE CONFERENCE

Mr. Barnes said that a Conference Committee needed to be established. Mr. Stuart reported that the 2021 Conference would be held in St. Augustine at the same facility that was planned for 2020. First Coast would host and coordinating was continuing with both Abby Weiss and Rosario Souto. The dates would be June 9-11, 2021. Mr. Wieczorek said that he would again provide the Hospitality Suite. Mr. Roe said he would provide a Save the Date in the issues of Overview.

ADMINISTRATOR'S REPORT

Ms. Miles asked for a motion to approve the draft minutes of the April 23, 2020 meeting that had been distributed. A motion was made by Mr. Quinn and seconded by Mr. Smith to approve the minutes as presented. The motion passed. Ms. Miles reported that membership renewals had gone out. She stated that her individual membership renewal notice was sent via email which was a refreshing way to receive it and a good idea if possible. It was suggested that the recently created FPZA Flyer be included in the mailed renewal notices and perhaps via email as well. Ms. Chadwick stated that Sun Coast provided free memberships to students and Mr. Stuart would check the bylaws to determine if this was permitted as it would increase membership. Mr. Wieczorek made a motion to allow \$0 fee for students and the motion as seconded by Ms. Chadwick. The motion passed.

PRESIDENT ELECT'S REPORT

President Barnes transferred duties of the President Elect to Mr. Quinn. He reiterated that the President Elect served as the Chairman of the Communications Committee. He asked that Mr. Quinn zero in on communications. He also stated that Mr. Quinn would serve as the State Professional Development Officer (PDO) and would coordinate the AICP CM program.

VP MEMBERSHIP SERVICES REPORT

Mr. Quinn transferred the duties of VP Member Services to Ms. Sinatra-Gould. Mr. Quinn said that he would work with Ms. Sinatra-Gould and Mr. Stuart to increase membership over the next year. Mr. Quinn stated that the position also serves as the vice-chairman of Financial Affairs. Ms. Sinatra-Gould provided an update on the combination of the Gulfstream and South Florida Chapters. The coordination of the closing of the former and opening of the new checking account was again on hold as the contact was out of town.

VP FINANCIAL AFFAIRS REPORT

Ms. Sinatra-Gould transferred the duties of VP Financial Affairs to Mr. Smith. Ms. Sinatra-Gould said she would provide the final numbers to Mr. Smith once the June statements were received.

STUDENT OUTREACH

Mr. Camp was not in attendance.

OLD BUSINESS

There was no old business

NEW BUSINESS

Regarding the review of the overall administrative

procedures, a committee of President Barnes, Mr. Stuart, Ms. Crespo and Ms. LaValley was formed (the dead president's group) to further investigate the options open to the Board. Regarding the State Conference, as previously stated, the conference would be hosted by First Coast.

OVERVIEW

As this was the Annual Meeting, President Barnes asked if Mr. Roe would like to continue in his role as Overview Editor. Mr. Roe confirmed he would do so. Mr. Roe then suggested an abbreviated Spring Flyer Issue that would be comprised of Officer Biographies and photos. Also to be included is a Letter from the President and the Membership Flyer, as well as the Call for Entries nominations for the State Awards. The following issue would be the Summer/Fall Full Issue and would include member spotlight of Katie LaBarr, and Regional Forum Save the Date to be hosted by the Surfcoast Chapter. The Legislative Update Luncheon, In-Person and Virtual, also hosted by the Surfcoast Chapter, Membership Drive and Minutes would also be included.

CHAPTER REPORTS

- **First Coast** – hosting a webinar regarding FDOT/APA COVID Construction mindfulness
- **Springs** – Hoping to host a webinar on FDOT District 7 transportation updates
- **Surfcoast** - Proposing a Legislative Update Luncheon tentatively scheduled for July. In September a Beach Cleanup and Blood Drive. In October the Regional Forum and in December the Annual Awards Gala. They also were hosting the State Awards at this event.
- **Central Florida** - Hosting a webinar FDOT Florida Transportation Plan
- **Sun Coast** – Planning a webinar. Topic TBD.
- **Gulf Coast** – Webinar with City of Sarasota Transportation Planning. A student outreach using interest from CDs to foster further education at USF.
- **Calusa** – Webinar regarding food systems in Florida. Focusing on membership renewals and they finalized their bylaw revisions.

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- **Gulfstream / South Florida** – The combination of these two chapters was still moving forward.

FUTURE BOARD MEETINGS:

Fall - Surfcoast - October

Winter - TBD - January/February 2021

AWARDS COMMITTEE

The awards committee, comprised of President Barnes, Mr. Roe, Mr. Wieczorek, Mr. Stuart and Ms. Miles, provided a deadline for nominations of September 30, 2020 with winners being announced at the Surfcoast Chapter Annual Awards Gala to be held on December 11, 2020 at Halifax River Yacht Club in Daytona Beach.

ADJOURN – With no further business, a motion was made by Ms. LaValley and seconded by Ms. Chadwick, and the meeting was adjourned at 11:00 AM.

ABOUT THE FLORIDA PLANNING AND ZONING ASSOCIATION

The Florida Planning and Zoning Association was founded in 1951, during the national conference of the American Planning and Civic Association held in Miami. Frank F. Stearns, then Director of Planning for the City of Miami, set up a special meeting for those interested in forming an active State Association. Approximately thirty people attended that historic meeting, representing most of the populated areas of the State.

The purposes of the Association are: to promote cooperation among official planning and zoning boards or commissions, civic bodies, citizens, technicians and students interested in planning and zoning in the State of Florida; to cultivate and stimulate interest in planning and zoning by local governments; to encourage the observance of sound planning and zoning practices; to furnish information, advice and assistance to its members and provide a medium for exchanging information, advice and assistance among them; to engage in research and issue publications on planning and zoning and related matters; to promote and encourage the sound development of land, water and natural resources and the elimination of air and water pollution; and to educate the public and elected and appointed officials in matters pertaining to planning and zoning.

WHO BELONGS TO THE FLORIDA PLANNING AND ZONING ASSOCIATION?

MEN AND WOMEN WHO ARE...

Planning professionals - public and private zoning staff, transportation engineers, land-use lawyers, expert witnesses, members of the Florida Bar, city, county and state elected officials, members of local planning and zoning boards, university professors, architects, landscape architects, housing professionals, real estate agents, transportation specialists, surveyors, marketing professionals, communications directors, graphic artists, students of land planning, public relations professionals...and more.

**FOR A CHANCE TO NETWORK WITH LIKE-MINDED PROFESSIONALS AND COMMUNITY LEADERS,
WHY NOT JOIN US?**

Call the state office of FPZA at
(407)895-2654 for chapter membership within Florida and your local community. Visit our website at www.FPZA.org.