

FLORIDA PLANNING & ZONING ASSOCIATION, INC.
BOARD OF DIRECTORS ANNUAL MEETING
HISTORIC CLEWISTON INN &
VIA TELECONFERENCE
June 12, 2021

President Barnes called the meeting to order at 9:02AM. The following were present:

Jim Barnes – South Florida	Sam Camp – Central Florida
Joe Quinn – Springs	Colleen Miles - Surfcoast
Dan Smith – Calusa	Paul Wiczorek – Springs
Paula McMichael – Calusa	Helen LaValley - Surfcoast
Diane Chadwick – Suncoast	Katie LaBarr - Calusa
Debi LaCroix – Surfcoast	Suzanne Neve – Board Administrator
Jeremie Chastain – Calusa (phone)	
Sarah Kisner – Calusa (phone)	
Branden Roe – (phone)	

WELCOME/INTRODUCTIONS/ROLL CALL: Roll call was conducted and a quorum was determined. President Barnes welcomed everyone and thanked them for participating in today's meeting. He also introduced Ms. Suzanne Neve, the new Board Administrator.

OUTGOING PRESIDENT REPORT: President Barnes began by:

- Announcing the new Board
- Outgoing message – President Barnes provided his accomplishments during his term. First and foremost was the new draft website. Second was the hiring of a new Administrator, Ms. Suzanne Neve.
- Passing the gavel – Former President Barnes then passed the gavel to incoming President Joe Quinn. At this point, President Quinn stated he wanted to focus on membership, specifically increasing the membership and including other professions. He stated that he wanted to be able to include continuing credits for other professions and set up a committee to research if it could be done and by what method.

PRESIDENT REPORT: JOE QUINN: President Quinn welcomed the attendees. He then began with the Presidential Appointees, At-Large-Directors etc. President Quinn wanted to specifically focus on membership, including more agencies and review board members. President Quinn also felt the State Board could assist with securing other disciplines to broaden our membership base. President Quinn said he would coordinate with the new VP of Membership, Sam Camp (Calusa).

STATE CONFERENCE: JIM BARNES: Mr. Barnes said that the First Coast chapter was hoping to conduct a one-day virtual conference in late July or early August.

ADMINISTRATOR'S REPORT: COLLEEN MILES: Ms. Miles requested a motion to approve the meeting minutes from the April 17, 2021 meeting. A motion was made by Ms. LaValley and seconded by President Quinn to approve the minutes as submitted. The motion carried unanimously. Regarding the membership report, Ms. Miles stated that she had not received membership information since the April 15, 2021 membership list. The Board would address this item later in the agenda. Ms. Miles then reported she would send out emails to the various Executive Board members and Chapter Directors to ensure accurate contact information was in hand.

PRESIDENT ELECT REPORT: JOE QUINN: President Quinn began by transferring the duties of President Elect to Dan Smith. He explained that the President Elect served as Chairmen of the Communications Committee as well as the State's Professional Development Officer (PDO), which coordinates the AICP CM program. Mr. Smith asked about assistance with getting up to speed on the PDO process and was assured by President Quinn that he would provide input.

VP MEMBER SERVICES REPORT: The discussion started by transferring the duties to Sam Camp as incoming VP of Member Services. The Member Services VP also serves as the Vice Chairman of Financial Affairs. Mr. Camp said that he looked forward to assisting in increasing both the general membership as well as continuing to provide outreach to the State's students until such time as a Student Representative could be appointed.

VP FINANCIAL AFFAIRS REPORT: DAN SMITH: Mr. Smith informed the Board that he did not have a year-end report. He then transferred the duties to incoming VP of Financial Affairs, Katie LaBarr. The position also serves as Vice Chairman to VP of Member Services. Ms. LaBarr said she looked forward to bringing the financials up to date with the assistance of the new Administrator, Suzanne Neve.

STUDENT OUTREACH: SAM CAMP: Mr. Camp reported that he would reach out to UCF, FAU, UF and FGCU not only for members but also for representation on the Board. Both Ms. LaValley and Mr. Roe said they would reach out to FSU for both membership of students and representation on the Board as well.

OLD BUSINESS:

- New Organization Administrator – Mr. Barnes said the Board had interviewed and hired a new Administrator. Ms. Suzanne Neve would be beginning in the position effective July 1, 2021. Ms. Neve brings with her a wide array of experience and was warmly welcomed by the Board.
- Website – Mr. Barnes informed the Board that a new, updated website was still in the draft stages but provided the draft version and the website designers walked the Board through what had been suggested and asked for input. The Board would provide their comments to Mr. Barnes to forward to the designers to implement.

NEW BUSINESS:

- 2022 Conference – Calusa Chapter had offered to host the 2022 conference however, Ms. Miles offered to have the Surfcoast Chapter host a destination conference if the Board would like. The Surfcoast Chapter had conducted some research as to a destination location and out of five (5) locations throughout the State, and Captiva was the location being brought forward by their Chapter. Calusa Chapter offered any assistance necessary as the location was in their area. The dates for the 2022 Conference would be June 1-3, 2022.

OVERVIEW EDITOR: BRANDEN ROE: Summer Issue - Mr. Roe hoped to send out the next edition of the *Overview* mid-July. Mr. Roe would like to have a President's Letter, and the bios of the newly appointed Executive Board; as well as their photos, to include in the issue. He would also like the Call for Entries for the upcoming Awards being handed out in December. The deadline for the Call for Entries should be September 10, 2021. A welcome to the new Administrator would be included as well as the 2021 Virtual Conference and new website update. A cover article was needed and President Quinn said he would provide. The member spotlight would be Sarah Kisner. Mr. Roe also asked for the draft Board minutes.

CHAPTER REPORTS:

- Springs – Anticipated hosting an October Bike Paths event.
- Surfcoast – The Chapter hosted a session on Sustainability in May and has a Legislative Update session scheduled for June 25th. December 11, 2021 – Annual Chapter Awards & Gala and State Awards
- Central Florida – Continues to host mentoring events intermittently.
- Gulf Coast – Hosted the Spring Regional Forum and it was well attended.
- Calusa –Have hosted several virtual events. An in-person event, co-hosted with APA, is planned for August 6 in Punta Gorda. The lunch event features -Jason Vuic, author of *Swamp Peddlers*.
- Gulfstream/South Florida – The Chapter has suggested the names of the two Chapters be unified into the South Florida Chapter. A vote to enact this should take place.

FUTURE BOARD MEETINGS:

Fall – October 2021 – S. Florida/Gulfstream Regional Forum

Winter – (January Regional Forum TBD)

Spring – March/April 2022 – TBD

Summer – June 2022 – Annual State Conference - Captiva

ADJOURN – With no further business the meeting was adjourned at 11:58 AM.

Respectfully Submitted, Colleen Miles