

FLORIDA PLANNING & ZONING ASSOCIATION, INC.
BOARD OF DIRECTORS ANNUAL MEETING
April 2, 2022

President Quinn called the meeting to order at 9:12AM. The following were present:

Jim Barnes – South FL (Zoom)
Joe Quinn – Springs
Paul Wiczorek – Springs
Debi LaCroix – Surfcoast
Dianne Chadwick – Suncoast
Thad Crowe – First Coast (Zoom)
Colleen Miles – Surfcoast

Katie LaBarr – Gulf Coast
Branden Roe (Zoom)
Sam Camp – Central FL (Zoom)
Dan Smith – Calusa (Zoom)
Helen LaValley – Surfcoast
Gabby Allerton - First Coast
Suzanne Neve - Administrator

WELCOME/INTRODUCTIONS/ROLL CALL: Roll call was conducted and a quorum was determined. President Quinn welcomed everyone and thanked them for participating in today's meeting.

ADMINISTRATOR'S REPORT: FPZA Administrator, Suzanne Neve, presented the minutes from the October 2021 meeting. A motion to approve the minutes as presented was made by Helen LaValley and second was made by Katie LaBarr. The motion carried unanimously. The membership report was presented with all current paid members and a prospects in a second tab. We currently have 336 members and 47 agencies.

Helen LaValley noted that we need to go through the individual Chapter Board members and make sure they are all members and if not follow up with them.

PRESIDENT REPORT: JOE QUINN: President Quinn reviewed his focus areas, the first of which includes Continuing Education and looking for a Volunteer to Chair it. Helen asked that we add it to the agenda for the next meeting and she would put some thought into it.

In terms of our Strategic Planning goals there was some discussion about a potential Strategic Planning Session with a facilitator as opposed to discussing option at each Board meeting. The goal of the meeting would be to identify our top 3-4 goals. Currently those priorities that are discussed are Membership, Education and Outreach to Universities to create engagement as a pipeline to membership growth. Branden offered to assist with creating an overall Membership Survey prior to any planning session.

PRESIDENT ELECT REPORT: DAN SMITH: 5 events so far this quarter for CM credit. Dan has all award applications and committee will schedule a meeting to review.

VP MEMBER SERVICES REPORT: SAM CAMP: The membership committee has discussed working on reactivating some of our non-active Chapters, especially in areas where there are Universities with potential student members. Sam has offered to create a powerpoint or presentation that can be used by Board members and Chapters when doing potential member outreach.

Sam presented the Chapter Support Guide that he created to assist new Board members and Chapter leaders with the basics of membership. Helen will send feedback and comments to Suzanne. Once final, Suzanne will add to the website and send to all of the Chapters.

Sam also discussed standardizing the renewal process, timeline and communication with members.

VP FINANCIAL AFFAIRS REPORT: KATIE LABARR: Monthly and Year to Date Financials were presented for discussion and review by those in attendance.

All Chapters have sent in their 2021 Financial Reports and will be sent to the CPA for processing.

Katie will be working on the budget within the next couple of weeks. The group will meet to review the initial budget on April 19th. Suzanne will send the calendar invite.

2022 STATE CONFERENCE: COLLEEN MILES reporting on behalf of the committee. All sessions have been filled except for 2. The Surf coast Chapter would like all of the Chapters to consider Sponsorship. Early Registration deadline is May 4th and the deadline for hotel reservations is May 11th.

The Surfcoast Chapter asked the Board for \$5,000 sponsorship in lieu of \$2,500 seed money this year. The motion was made by Branden and second by Joe to give the Surfcoast Chapter \$5,000 towards the conference without any type of repayment, however if the Surfcoast Chapter incurs a loss as a result of the Conference, there would be no assistance with the shortfall. The motion passed unanimously.

The Conference Committee is working on local tours and a keynote. Hotel reservations are currently surpassing this point from last time (Key West).

OLD BUSINESS:

- **State Awards Update:** All applications are in and the Committee will review on April 15th. The Committee consists of Paul, Colleen, Branden, Dianne and Dan. Colleen will order the awards within the budget. Suzanne will send the Dropbox file with all applicants.

OVERVIEW EDITOR: BRANDEN ROE: Jim Barnes will do a cover story (Legislative Update). Joe will do a Regional Forum Recap and Word from President. Branden will also include a Member Spotlight on a student member, list of new members, and information on Conference. Surfcoast to send Sponsor Ads to Branden for inclusion in last 2 issues of 2022 and first two issues of 2023.

CHAPTER REPORTS:

- First Coast – Hosted a virtual and in-person legal session and are working on local APA chapter to boost membership and planning an event every month.
- Springs – Held regional forum for Spring with 9 attendees.
- Surfcoast – Just hosted the Eco Tour with 15 members. All sessions complete for the remainder of the year.
- Central Florida – Hosting two upcoming events - Creating Inclusive Streets and supporting OMS APA with an AICP roundtable discussion with new planners (and trying to build up membership).
- Suncoast – Working on hosting the next Regional Forum. Details to be released shortly.
- Gulf Coast – Biking Tour in February which had a lot of positive responses. Working on transitioning back to in-person events with field exposure to maintain and grow membership.
- Calusa – Hosted a webinar on Tuesday. Working hard towards increasing membership.

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- Gulfstream/South Florida – Looking for new Board members and partnering on events to help grow membership.

ADJOURN – With no further business the meeting was adjourned at 11:47 AM.

Respectfully Submitted, Suzanne Neve