

**FLORIDA PLANNING & ZONING ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING**

**June 4, 2016**

**Downtown Omni Hotel  
Jacksonville, FL**

President Hunter called the meeting to order at 9:10 AM. The following were present:

John Thomson - Surfcoast

Joe Quinn - Springs

Alexis Crespo - Calusa

Helen LaValley - Surfcoast

Arleen Hunter - Calusa

Scott Stuart - Central Florida

Thad Crowe – First Coast

Paul Wieczorek - Springs

Paula McMichael - Calusa

Eric Raash - Central Florida

Jim Barnes - South Florida

John Stockham - Surfcoast

Randy Gallup - First Coast

Kathleen Thompson, Gulf Coast

Branden Roe - Gulf Coast Chapter

Wanda Classe attended as Administrator.

**WELCOME AND INTRODUCTIONS** –President Hunter welcomed everyone and thanked them for attending. Introductions were made by each individual stating their name and chapter/state affiliation.

Immediate Past President Thomson congratulated President Hunter on her election and passed the FPZA gravel to her.

**2016 CONFERENCE WRAP-UP** - President Hunter thanked the First Coast Chapter for hosting this year's conference and this board meeting with refreshments. Randy Gallup reported the he had received very positive feedback from the conference attendees. Though they did not have a lot of local support, they had 47 full attendees. He also reported that it was going to be a close call as to how financially successful the conference will be. He took a lot of pictures during the conference and will place them in Dropbox.

**ADMINISTRATOR'S REPORT** –Wanda Classe distributed an agenda, membership numbers and balance sheet stating that the minutes of the April 2, 2016 meeting were emailed to everyone. Paula McMichael made a motion to accept the minutes as distributed. Alexis Crespo seconded the motion; approved.

The Membership Report showed 498 as the total number of members: 160 individual members, 317 members from 75 agencies, 12 students, four Honorary Students, two Past President Emeritus and three paid Past President Emeritus. In June 2015 the total number of members was 479. Wanda stated that she did have checks for some of the chapters.

She will update the Officer and Director listing and asked if there were any changes from the chapters or Presidential Appointees. President Hunter stated that she was going to call the current appointees to see if they are still willing to serve and she will make an effort to add new appointees and was hoping for two appointees per chapter.

The report showed the April 30, 2016 bank balances to be \$52,745.11 compared to the April 30, 2015 balance of \$45,629.74.

**VP FINANCIAL AFFAIRS** – Outgoing Treasurer Crespo stated that she will be getting with Incoming Treasurer Stuart to hand over the financial responsibilities. She apologized for not having the current quarterly financial report but said it would be emailed within a week or two.

**VP MEMBERSHIP** – Helen LaValley stated that she has added 21 new people to LinkedIn.

As for chapter mentoring, she stated that the Apalachee area seems to be very heavily into FAPA and has not made much headway in getting FPZA reestablished. She continued to report that she would like to see an event that would reactivate Gulfstream Chapter before the end of the year. Alexis Crespo will assume the responsibilities of VP Membership.

**PRESIDENT ELECT'S REPORT** – Helen LaValley will assume the responsibilities of President Elect.

**PRESIDENT'S REPORT** – President Hunter asked Wanda to email each chapter and ask for a listing of their current board, ask them when their election is and who are their current chapter directors to the state. She stated that in the coming year she hoped that each chapter would undertake at least one community project and that she would like to attend those events if possible. Calusa has a community event scheduled for September 17, 2016. She stated that she would prepare a press release for this event and would send it to

anyone who would like to use it as an example. She asked chapters to publicize the event prior to and after and to send an article for the *Overview*. She would also like to see this added as a criteria for the chapter award.

**STUDENT OUTREACH** – In the absence of Jamie, Branden stated that four students attended the conference as scholarship recipients. Three students were from FSU and one student was from FAU. Brenden asked the board if there was any possibility to assist the student representative in their expense associated with attending a board meeting. This will be added as a discussion item for the strategic planning session at the September board meeting.

**OVERVIEW** – Branden Roe announced the deadline for the next newsletter will be July 15. Since there was a problem with the PowerPoint presentation of the awards, a half page of space will be given to each award. Conference sponsors will also be recognized in the publication. It was determined that Randy Gallup would be featured in this issue's profile and Alexis Crespo will be featured in the Winter Issue. There will also be 'Save The Date' for both the 2017 conference and the fall Forum.

It was also determined that the free membership for unemployed planners would no longer be policy so it will be taken out of the newsletter.

**OLD BUSINESS** - President Hunter stated that the fall board meeting was being planned to include a strategic planning session. This would also be the time for the discussion on the chapter boundaries, mentoring chapters, student representative compensation or reimbursement and the focus of FPZA.

#### **CHAPTER REPORTS**

**CALUSA** – They are also in the process of planning the 2017 Conference and reported that it would be held June 7, 8 and 9, 2017. The location will be the Ritz Carlton Golf Resort in Naples, Florida and they have secured a room rate of \$139.00 per night. They will hold their elections in July. They will also host the board meeting and Forum in the fall.

**CENTRAL FLORIDA** - The chapter will host a board meeting and Forum March 31 and April 1. The chapter hosted a soccer tailgate event. They also volunteered to host the 2018 Conference.

**FIRST COAST** - They will resume their normal meetings now that the conference is over and will put a push on for membership.

**GULF COAST** - The chapter is continuing to have bi-monthly meetings. They will reach out to Diane Chadwick regarding the January board meeting and forum.

**SPRINGS** - The Chapter held a joint meeting APA and are planning another one.

**SUN COAST** - Helen LaValley gave an overview of their recent past event and upcoming ones. The chapter is also changing their bylaws and will send to the state for approval. The change has to do with term limits of the president and vice president.

**SURFCOAST** – Helen LaValley reported that an event was planned for April 22 and on May 20 there would be an eco tour on the St. Johns River.

**FUTURE MEETINGS** – A fall board meeting will be hosted by the Calusa Chapter on September 24 with the Forum on the 23rd. (**ADMINISTRATOR'S NOTE: these dates have since been changed to October 14 and 15, 2016**). Other dates determined for future board meeting:

Winter 2017 - January 27, 2017 hosted by Suncoast

Spring 2017 - April 1, 2017 hosted by Central Florida Chapter

Annual Conference - June 7-9, 2017 hosted by Calusa Chapter

Since there is no planned location for the conference in 2019, someone asked if the state could host it in Key West.

**ADJOURN** – With no further business, the meeting was adjourned at 11:00 AM.

Respectfully Submitted,

Wanda Classe

Administrator