

FACERS BOARD OF DIRECTORS CONFERENCE CALL March 25, 2011

Members On Call:

Hector Bertran – President *
Jonathan Page – Secretary *
John C. Newton – Treasurer *
Ramon Gavarrete - Director*
Carolyn Steves
John Goodknight
Bob Gordon
Alan Holbach
Todd Buckles

With a quorum present, Hector Bertran initiated discussion amongst the group at 10:06 a.m. The group proceeded to discuss the proposal for services requested (see attached) from Mr. John Goodknight at the February 25, 2011 Board meeting. Hector reminded the group that the request for the proposal was due to Ramon's concerns that most of the Board and the elected officers were being asked (and needed) to do more to keep FACERS involved and heard at the State and National level. We are additionally in a time where our work is demanding more from us and the Board seemed to agree that some help would be appropriate especially with the amount of coordination we need to be doing with FDOT, FHWA, NACE, etc. The group also acknowledged John's extensive experience and contacts and with these organizations and the fact that we had a great opportunity to make FACERS more effective.

Hector asked the group if we all had the opportunity to read the proposal and if this was something we would like to pursue. The consensus of the group was that we concurred with Ramon and it was something we would like to pursue. The group then discussed some of the specifics of the proposal and noted that it was intended to be a "not to exceed" proposal for \$5,000.00 per year. Before discussing other specifics, the group then discussed the appropriateness of voting on and approving this expenditure as the Board of Directors. Fred asked if this should be something that the general membership ultimately approves. Hector pointed out that the constitution would allow a committee to approve an item such as this but we all agreed that this was not technically a committee and the best course of action would be to have it voted on by the General Membership in June, 2011.

The group then discussed some of the comments they had on the final proposal they would like John to bring to the general membership meeting. Alan wanted make sure it was clear that this was a "not to exceed" contract and it was noted that that was the intent. Hector questioned how tasks would be assigned. The consensus of the group was that the president would delegate tasks to John should the agreement be approved, which would allow for timely responses. The president would delegate this authority to the vice president in his absence. The group agreed that the contract should be clarified regarding lodging to indicate that it would be paid at the "state rate" similar to "travel" and John agreed to do that.

Hector then inquired about the whether the president and vice president should be copied on all of John's potential correspondence with various agencies and organizations. Ramon suggested that it would be appropriate to copy all Board members on correspondence and noted that most of the time the president or a board member would be attending any meetings with John and representatives of various organizations.

The group then discussed how the \$5000.00 figure was arrived upon. It was stated that this was a starting point and based on anticipated coordination. FACERS has not quantified the cost of doing this coordination previously and this was simply a starting point. We then discussed revenue and whether we collected enough dues to pay for this and the other activities we traditionally expend funds on. John Newton stated that (and other members agreed) this would certainly be "deficit" spending; basically spending out of FACERS reserves from prior non-recurring revenues. We all noted the importance of that non-recurring revenue, which is basically the point of increased coordination with organizations like NACE. We all agreed that this was something we could stop at any time and a good opportunity with the right person and it should be "tested".

Ramon then made a motion that we present this contract/proposal to the General Membership for approval in June with a recommendation to do so from the FACERS Board. The motion passed unanimously and Bob Gordon voted "yes" but noted his vote (as in most elections) did not count.

Todd Buckles then gave a brief (for Todd) report on the efforts FACERS and Volusia County were making to bring the NACE national conference to Daytona.

Updated 06-11-2011

Proposal for services by John Goodknight as staff to FACERS

TASKS

- a. Serve as main point of contact for FACERS with Florida Association of Counties (FAC), State and federal agencies, and other professional organizations.

This will involve serving as a "clearinghouse" for questions to FACERS concerning legislative matters, technical practices and experiences. Questions will be received and forwarded to membership. I will then follow-up to be sure a response is provided to the requestor. Results of the inquiry will be summarized and made available to the membership through either a direct mailing or in a format that can be posted on the FACERS web site.

- b. Provide coordination between FACERS and the Florida Association of Counties (FAC), State and Federal agencies, and other professional organizations.

This will generally involve arranging meetings, conference calls, and preparation of agendas and follow-up reports associated with special initiatives of either FACERS or other organizations. This is intended to assist, but not replace, the role of FACERS officers and committee members in carrying out their roles.

- c. Assist and/or prepare correspondence of FACERS as instructed by the President.
- d. Other tasks as directed by the President or Board of Directors.

PARTICIPATION IN CONFERENCES, COMMITTEES, AND OTHER MEETINGS

I expect to continue my membership as a Sustaining Member of FACERS. As such, I expect to attend Semi-annual conferences and general membership meetings, and participate in committees as a member (such as the Community of Practice with FDOT). I am also prepared to attend quarterly meetings of the Board of Directors if desired by the Board.

Time spent in participating in these meetings as a member will not be compensated; however, travel expenses associated with these meetings will be reimbursed as outlined below.

COMPENSATION

Time spent performing work outlined in TASKS will be compensated at the rate of fifty dollars (\$50.00) per hour to include incidental office and communications expenses. Additional expenses, if any, will be reimbursed separately.

Travel costs will be paid as follows:

- Cost of Lodging and meals (not to exceed rates ably State of Florida)

- Travel between Gainesville and meeting site (at rate authorized by State of Florida)
- Conference registration fee (if desired by FACERS)

No travel costs will be incurred without prior authorization by the President.

Unless otherwise authorized by the Board of Directors, compensation, including reimbursement for expenses, will not exceed \$5,000 per year.

BILLINGS

Invoices will be submitted quarterly, generally prior to regular meetings of the Board of Directors.