

DRAFT

**FACERS Board Meeting
August 30, 2012 at 10AM
Orange County Public Works**

Attendance

Jonathon Page, President
Ryan Douglas, Vice President
Judy Grimm, Treasurer
Jim Harriott, Secretary
Fred Schneider, Past President

Chris Mora, Director
Scott Cottrell, NACE State Director
Amy Blaida, Sustaining Member Director
Ramon Gavararte, NACE Officer
John Goodknight
Nina Barker, Tech. Transfer Center

Treasurers Report (Ramon Gavarrete)

Document passed out by Ramon Gavarrete.
Balance correct as of July. Need emails from Judy as to expenditures and Ramon will continue writing checks. Ramon Gavarrete will maintain financial reports. Reports will be emailed to John Goodknight for inclusion to the website.

Motion (Jonathon Page, ???) - President and Treasurer are authorized to sign/write checks. Motion Passed

Membership (John Goodknight)

No report at this time. Will cover membership under 'New Business'

Scholarship (John Goodknight)

Updated website to advertise scholarships. Questions on whether amounts were \$1,000 minimum or maximum. Web info came from previous meetings in 2009. Currently have FIU, USF, and UF information. Asking Board to review and verify information, offer suggestions.

NACE (Scott Cottrell)

NACE having budget difficulties. Raising annual dues, which take effect in January. Reviewing fees and charges to exhibitors, as well as increasing membership. Two big hot topics are membership and budget.

Florida Association of County Engineers & Road Superintendents | 2012

Bonnie West (Assistant Director) has resigned, position now held by contract employee. Do not know the details at this time.

NACE regional representative, from Alabama, may attend meeting in November 2012 in Sarasota. Plan would be to attend, but we could invite him to speak. FACERS does have room on the November agenda.

Corporate membership in FACERS. Currently have 37 corporate memberships. Targeting consulting firms. FACERS has more equipment vendor members.

FAC Legislative Conference at Hyatt Sarasota

Currently seven viable topics for agenda. Still need additional topics. Topic of choice: rural road safety. Field trip - Benderson Park Rowing facility and North Cattlemen Road.

Topic idea - FLA had four of the top 10 dangerous intersections for bike/pedestrian accidents. FDOT strategic plan committee being organized for early 2013. Nina at T-squared has information.

Roundtable topics - MAP 21.

T-Squared Updates (Nina) - [2:08]

Website - reported that work is up to date; additional information under 'New Business.

Build a better mouse trap program awards - can we promote this idea for a Florida contest to send the project to the national level. Goal is to showcase ingenuity and creativity industry uses solve problems, an innovative solution to everyday problems.

Federal Aid Essentials for public agencies. Website with interesting, valuable information.

Awards (Jonathan Page)

No discussion at this time.

Past President Update (Fred Schneider) [2:02]

2011 FDOT Green Book out: came out May 2011.

Newsletter (Amy Blaida) [1:58]

Any information to add, please let Amy Blaida know. Goal is send out quarterly newsletter about three times per year.

APWA associated membership drive for FACERS.

APWA Florida in Jacksonville, April 22-26, 2013.

NEW BUSINESS

Proposed Budget/Budget Committee Report (Ramon) [1:54]

Budget committee met 2 weeks ago after two postponements. Provided proposed budget for 2013. Proposed budget based on 2012 actual and expected expenses as much as possible. Compared to 2010 expenditures.

Budget year based on calendar year. Is it appropriate to formally adopt budget year? Need to make a decision. May be appropriate to formally adopt. No need to adopt at this time, review and adopt in November. Report at this time only.

Merrill Lynch Investment Account (Ramon Gavarrete) [1:50]

Financial investment account statement shows losses. In 2011, loss was \$426.31, including an annual fee of \$300. Losses in 2012 of \$107.64, does not include fee. Recommendation (Ramon Gavarrete) is to dissolve investment account (cash in) and move to checking account and/or money market account. Recommendation (John Goodknight) to move to money market and receive some interest.

Motion: Close account and move to checking and/or money market (Fred Schneider, Ramon Gavarrete). Judy will review which checking or money market, will review in November. Passed.

Dues Increase/Budget Committee Report (Ramon Gavarrete) [1:45]

Discussion on fees. Membership category in constitution. Do not need to address Constitution as it only deals with membership class, fees/dues based on status. Membership fee increase justification (see graphics). June decision to go from \$50 to \$75, corporate to \$125. Budget committee recommends no additional increase above June 2012 decision, based on top graphic.

Membership (John Goodknight) [1:39]

New Application for new fees drafted. Significant new fee options based on June decision - \$75 for public employees, \$125 for non-public employees. Added choice for first year FACERS fee waiver. NACE fee changes to \$150. Beginning October 1, fees as stated above with definitions of membership types - public (government employees and state agencies, education) and non-public employees. Membership to NACE is affiliated with FACER and membership is strongly recommended.

Attempting to clarify fee waiver upon request for remainder of membership fee. Former action was to include everyone (not just government employees) but was not published. Recommend that we waive fee from application date to end of FACERS membership year; the next dues would need to be paid by end of calendar year.

Recommendations related to membership and dues:

Motion. Maintain membership list on UF's web server through John Goodknight, instead of moving from Treasurer to Treasurer. Motion (Ramon Gavarrete, Scott Cottrell) Passed.

Motion. Adopt T-Squared system for email distribution. Motion (Ramon Gavarrete, Scott Cottrell) Passed.

Motion. Generate personalized invoice from membership database. Include followup invoicing schedule. Continue invoicing for two years. Motion (Scott Cottrell, Judy Grim) Passed

Motion. Fee waiver guidelines allow no fees for balance of year waiver is granted. Payment required by first of the year for the year following the year of application. Objective to recruit, simplify, apply consistently. First year of public employees, all rights, etc. next payment due of next January. Payment received in October are also applied to next calendar year. Motion (Ramon Gavarrete, Chris Mora) Passed

Motion. All corporate members will not be eligible for fee waiver. Any payments after October 1 is credited applicant membership for those three months and next calendar year. Motion (Ramon Gavarrete, Fred Schneider) Passed

Website (John Goodknight) [0:47]

Members only section is a filing system for FACERS records. See document F. Each bullet is essentially a file cabinet. Questions about where the founding documents are located now. Amy Blaida will research.

Florida Association of County Engineers & Road Superintendents 2012

Three key pages: scholarship awards, business items and operating procedures. Business items includes a section for meeting minutes, would like to include information that provides appropriate records, decisions. Treasures reports and budgets also have a page.

Under the operating procedures section, looking for the articles of incorporation.

Legislative (John Goodknight) [0:37]

MAP21 - Brief overview provided. No legislative news.
Community of practice meeting in October, 17th and 18th.

Social Media (Amy Blaida) [0:33]

23 people "like" FACERS page on Facebook. Recommend that every time people get on Facebook, they go to the FACERS page. Would like to add project information from around Florida. Looking at creating a FACERS Facebook content schedule.

November - FAC/FACERS Legislative [0:27]

Agenda ideas - FEMA reimbursement summary.
Add highway safety session, by FDOT Safety Office

Discussion about not matching breaks with the FAC meeting. This is difficult do to the late establishment of the schedules.

Do not see much session content for road and bridge side of organization. Heavy on engineering.

Minutes (Ryan Douglas)

Handed out. See document H
Motion to accept minutes (Scott Cottrell, Amy Blaida) Passed.

New Commissioner Orientation

Objective is about what County engineers do and public works role. Scott Herring, George Webb, Fred Schneider. John Goodknight. (Scott Herring and George Webb not in attendance at meeting.)

Adjourned at 12:54 p.m.