

Thursday, June 11, 2015 FSCPM Board Meeting – Minutes

Attendees:

Sabrina Hartley, FSCPM President

John Levit, Treasurer

Terry Jones, Secretary

Renee Calo, Suncoast Chapter

Meeting Began: 12:04 p.m

1. Lapel Pins – ordered – John will review a sample before we fill the whole order of 500+

John is waiting to review a sample to confirm the quality before going ahead with the order. Once the order is placed there is no refund unless there is an error in the order.

2. On-Site Trainings – 3 completed; one remaining (July 6 – Tampa – Ben) – will suspend planning until after graduations (unless Lorna is willing to do one in South Florida – Sabrina will follow-up)

The training in Tampa on July 6th will be held at the FDOT District Office on McKinley Avenue. Invitations will go out allowing for a three week lead. We will keep a waiting list since the maximum number is 40 and the training sessions have been filling up. There has been a number of no shows however and Beatriz sends out a reminder a week or so before the session so we can notify anyone on the waiting list if an opening develops.

3. Symposium planning – Sabrina will provide brief update

The date has changed to October 6th at the Bartow Civic Center. The Board of County Commissioners meet at this location and their meetings are taped. Sabrina is checking to see if we can have sessions taped and put up on our web site. Watch for more on this at future meetings. John has agreed to set up a budget for the Symposium and will get a copy to Sabrina in the next few weeks.

4. Statewide Board Meeting

- a. Date – ***Decided this should be in late August so Sabrina will look at the last two Saturdays in August.***
- b. Location – ***Central Florida will be the location and after some discussion since we will meet on a Saturday most office locations are not available so John suggested using a hotel meeting room and will check on locations and pricing.***
- c. Agenda – deadline - ***Some of the potential items that were discussed were: Operations how each chapter operates holds and schedules meetings and how they interact with the FSCPM. Ways communication can be improved and what the***

- FSCPM can do to help local chapters more. Succession planning will also be discussed and a thorough review of the process and possible changes of the process will be discussed both for the state level as well as for the chapters. CMPD should be looked at again as well as a program for CEU's to attract members. Electronic training and an Electronic news paper will be discussed. If anyone has additional ideas to discuss at this meeting please send them to Sabrina for consideration.*
- d. *Who should attend – All the FSCPM board members and the chapter presidents should try to attend or send a representative. Sabrina also said Lorna should try to attend to set the stage for transition. John said the board members and chapter presidents should be reimbursed for travel expenses and the meeting should be open for all members to attend at their own expense to ensure our transparency as always at all our meetings.*
 5. *Membership Dues Distribution Schedule – formalized, posted to website, and shared with chapters – The dues will be distributed to the chapters three times a year on January 31st, June 15th and October 15th. John mentioned that Stephanie has already sent him the breakdown and he will be writing the checks this weekend and sending them out on the 15th.*
 6. *Other – Having no other comments or business the meeting was adjourned at 12:37 pm.*

Respectfully submitted,
Terry Jones, Secretary
06/11/2015

Meeting Adjourned: 12:36 p.m. 1. Lapel Pins – propose purchase of 500 based on lowest of three estimates (\$525 – 20 day deliveries) – board vote not needed already in budget. Sabrina will go ahead and place the order. Pins will be distributed to chapter presidents after handing out to new graduates at the graduations. 2. On-site trainings – two completed (Largo 23 people, Tallahassee 35 people). Two remaining (Gainesville will be all free at this location only in order to get new members from this area) and Tampa) a. Allowing all CPMs and current students to attend for free in an effort to launch a chapter – or at least start the conversation. Discussed and agreed by all present. b. ‘Thank you’ gift for instructors Agreed similar as in past training sessions. 3. Symposium planning – a. Discuss potential for Tuesday September 29th event to get cheapest facility price. After discussion it was decided to consider Tuesday as an option and could give it a try. Sabrina will bring the information back to the committee to consider. b. Initial Theme – Learning from the best among us! To walk the walk and talk the talk. i. Discuss along with format Considering 6 break out sessions with about 20 people per session. We will have a keynote and lunch like we have done in the past and of course a couple of get to know you activities. ii. requests for speakers and keynote 4. Succession planning – a. Secretary and Treasurer positions need to get on track for replacement – consult by-laws and begin discussing approach to identifying future candidates b. President-elect will also have to be identified/solicited 5. Other: Sabrina said we need to start succession planning for the Treasurer and secretary positions and she will check with the by-laws to see if they are separated for election year so all the officers are not elected at the same time. John and Terry both mentioned they are in the same positions with the Suncoast chapter and they both no longer work for the government. Terry is retired and John is with the private sector now. With no further items Sabrina said she will keep us apprised of the Symposium planning.