

Florida Association of Code Enforcement, Inc.

Annual Business Meeting

MINUTES

**Wednesday, June 11th and Friday, June 13, 2014
Tampa Marriott Waterside
700 South Florida Avenue
Tampa, FL 33602**

1. President Michael Titmuss called the Annual Business Meeting of the Florida Association of Code Enforcement to order at 8:25 a.m. on June 11, 2014.

Roll Call

President, Michael Titmuss

1st Vice President, R. Sam Sullivan

2nd Vice President, Joanne Naumann

3rd Vice President, Leslie Banta

Sergeant-at-Arms, Danny Thompson

Treasurer, James Acosta

Secretary, Lori Troxel

Immediate Past President, Jim Dehne

Others Attending: Michelle Gardner, IOG

Robert Hamilton, Attorney

Approximately 270 members of the Florida Association of Code Enforcement

2. **State of the Association** - Michael Titmuss, President

President Michael Titmuss gave a PowerPoint review of the current Board of Directors accomplishments for F.A.C.E. for the past year 2013-2014. Michael discussed the Strategic plan and encouraged the membership to go online and take a look at it, advising this is "your plan, not the Boards".

3. **Election Process - Danny Thompson**

Danny Thompson, Sergeant at Arms gave instructions related to the election process.

4. **F.A.C.E. Board Nominations** – Jim Dehne, Past President

Jim Dehne introduced the candidates who had been nominated for the F.A.C.E. Board of Directors for the 2014-2015. The following were announced:

For the office of Secretary:

Lori Troxel- St. Johns County

For the office of Treasurer:

James Acosta - St. Johns County

For the office of Sergeant At Arms:

Danny Thompson - City of Lakeland

For the office of 3rd Vice President:

Leslie Banta - St. Johns County

For the office of 2nd Vice President:

Joanne Naumann - City of Ormond Beach

For the office of 1st Vice President:

Cindy Drake - Village of Wellington

Hector Garcia - City of Daytona Beach

1st Vice President - President Michael Titmuss opened the floor to nominations for the seat of 1st Vice President, hearing none motion to close the nomination for 1st Vice President was made by Donna Wisnewski, Seminole County, and seconded by April Hartseil, Highlands County.

2nd Vice President - President Michael Titmuss opened the floor to nominations for the seat of 2nd Vice President, hearing none, motion to close the nomination for 2nd Vice President was made by James Acosta, St. Johns County, and seconded by Dorothy Hird, Seminole County. President Michael Titmuss advised this is an uncontested position and asked for a Motion to

instruct the secretary to cast a unanimous ballot for Joanne Naumann for the office of 2nd Vice President. Mark Caskie, City of Brooksville, so moved and seconded by Mike Donovan, City of Palm Coast. Motion passed unanimously.

3rd Vice President - President Michael Titmuss opened the floor to nominations for the seat of 3rd Vice President, hearing none, motion to close the nomination for 3rd Vice President was made by James Acosta, St. Johns County, and seconded by Deborah Leigh, Retired Seminole County. President Michael Titmuss advised this is an uncontested position and asked for a Motion to instruct the secretary to cast a unanimous ballot for Leslie Banta the office of 2nd Vice President. Elizabeth Hearn, City of Palatka, so moved and seconded by Mark Caskie, City of Brooksville. Motion passed unanimously.

Sergeant At Arms - President Michael Titmuss opened the floor to nominations for the seat of Sergeant At Arms, hearing none, motion to close the nomination for Sergeant At Arms was made by Donna Wisnewski, Seminole County and seconded by April Hartseil, Highlands County. President Michael Titmuss advised this is an uncontested position and asked for a Motion to instruct the secretary to cast a unanimous ballot for Danny Thompson, for the office of Sergeant At Arms. James Acosta, St. Johns County, so moved and seconded by Mark Caskie, City of Brooksville. Motion passed unanimously.

Secretary - President Michael Titmuss opened the floor to nominations for the seat of Sergeant At Arms, hearing none, motion to close the nomination for Sergeant At Arms was made by Cindy Drake, City of Wellington and seconded by James Acosta, St. Johns County. President Michael Titmuss advised this is an uncontested position and asked for a Motion to instruct the secretary to cast a unanimous ballot for Lori Troxel, for the office of Secretary. Jim Dehne, City of Lakeland, so moved and seconded by Leslie Banta, St. Johns County. Motion passed unanimously.

Treasurer - President Michael Titmuss opened the floor to nominations for the seat of Treasurer, hearing none, motion to close the nomination for Treasurer was made by Jim Dehne, City of Lakeland and seconded by Elizabeth Hearn, City of Palatka. President Michael Titmuss advised this is an uncontested position and asked for a Motion to instruct the secretary to cast a

unanimous ballot for James Acosta, for the office of Treasurer. Cindy Drake, Village of Wellington, so moved and seconded by Mark Caskie, City of Brooksville. Motion passed unanimously.

President Michael Titmuss congratulated all candidates and opened the floor to the 1st Vice President Candidates to address the membership.

R. Sam Sullivan returned to the podium and explained that Hector Garcia was approved by the Board to provide a three minute video address to the membership stating he was unable to attend the general session; advising the membership that Hector Garcia was pre-scheduled for mandatory training by his jurisdiction which conflicted with the conference. Hector Garcia's video address was played for the membership in attendance. Cindy Drake then took the podium and delivered her address to the membership.

The Annual Business Meeting was recessed at 8:55 a.m. on June 11, 2014.

The Annual Business Meeting was reconvened at 11:19 a.m. on June 13, 2014

Roll Call:

President, Michael Titmuss

1st Vice President, R. Sam Sullivan

2nd Vice President, Joanne Naumann

3rd Vice President, Leslie Banta

Sergeant-at-Arms, Danny Thompson

Treasurer, James Acosta

Secretary, Lori Troxel

Immediate Past President, Jim Dehne

Others Attending: Michelle Gardner, IOG

Robert Hamilton, Attorney

F.A.C.E. Members in Attendance:

Cindy Drake - Village of Wellington Keith Crockett- Highlands County

April Hartseil - Highlands County

Ken Jackson - Palm Beach County

Betty Beatty-Hunter - Indian River

Shelby Brown - City of Clearwater

Laura George - Hillsborough County

Lisa Suarez - Putnam County

Angii Kaiser - City of Lakeland

Lyndon Reinwald - Charlotte County

Mark Caskie - City of Brooksville
Liana Teague - Hernando County
Rick Wolf - Alachua County
Jo Forti – Associate

Steve Wyland - St. Johns County
Jacqueline Raes - Alachua County
AJ Vazquez - Osceola County

5. Reports -

A. **Treasurer** – James Acosta

- a. **Proposed 2013-2014 Budget/Actual 2013-2014 Budget** - James Acosta presented a PowerPoint and went over the proposed budget and the actual budget from the past year.
- b. **Proposed 2014/2015 Budget** – James Acosta went over our proposed budget of \$119,608.00 and discussed the line items in some detail. James Acosta disseminated copies of the proposed budget. Donna Wisnewski discussed the scholarship fund and wanted to ensure if we receive more scholarship requests than what is showing in the scholarship budget line that we will approve them based on the actual fund amount. Jim Dehne clarified the Board will not approve over the amount in the account. James Acosta advised whatever FACE receives in late fees will be added to the account and we use for scholarships.

Motion to approve the 2014/2015 Budget

Mark Caskie 2nd: Rick Wolf

Motion passes unanimously

B. **3rd Vice President** - Leslie Banta recapped and advised she and her committee increased membership by 354 members for a total membership of 1,763 members. Leslie announced the winner of the F.A.C.E first ever membership drive was Nohemi Polanco. She is a member of the CEOA of Palm Beach County, who brought in eleven (11) new F.A.C.E. members in the membership drive contest.

C. **2nd Vice President** – Joanne Naumann shared that as 2nd Vice President she and her committee set out to improve the mentorship program and activate new trainers. She recapped that the Train the Trainer Workshop was held in February, was very successful with

three (3) new certified trainers, and six (6) assistant trainers awaiting their turn at tandem training. Joanne indicated her committee will continue to look for trainers, and hopes this practice will continue well into the future. Joanne advised she met with the IOG Directors this past year who are more than willing to use the new trainers as they come on board. She also indicated F.A.C.E. educational/training material is currently being consolidated in order to bring about consistency with all trainers, sharing the only difference will be in the style of delivery for each trainer. Joanne stated we have a new sub-committee this year for certification and education; which will be chaired by Frank Cassidy. Franks sub-committee will review classes for continuing credit hours, and alternative methods for training.

- D. **1st Vice President** – R. Sam Sullivan stated he chaired the program committee which was responsible for putting on the conference. Sam indicated he was fortunate to be surrounded by a group of creative and enthusiastic individuals who put together a program of old and new topics, with some pretty exciting entertainment, which we all experienced this week and hopes we all enjoyed it.
- E. **Sergeant At Arms** – Danny Thompson recapped the legislative and judicial review sharing that he and our lobbyist David Shepp went to Jacksonville during the month September, to meet with the League of Cities Committee and shared a short presentation with the League of Cities what we are looking for with our education bill. Danny indicated his committee is enthusiastic this year having received a lot of responses from our members wanting to join the legislative committee. Danny stated he is looking at expanding his committee, and continuing to keep the F.A.C.E. name out there until we can get our bill passed. Danny spoke of his experience going to Tallahassee this past January, and sharing with us the Legislative committee spent three days walking the halls of our state capital pushing for our education bill.
- F. **Past President** - Jim Dehne stated he was finishing up five years as a board member with one of the greatest associations, and having done so with five great boards. He stated that he is looking out at the audience and sees at least six (6) past presidents which show they still care about the association, and asks the select few members who came to this meeting to

participate because it also shows you care about this association. He thanked everyone for the opportunity to serve and to please get involved.

- G. **Treasurer** - James Acosta reminded the membership his job as treasurer is to watch our money and as the board will attest when asked for money his answer is always no. He recapped the finances advising FACE is doing very good. Sharing that as of the 31st of May, our checking account is at \$106,765.85, Scholarship fund is at \$3,690.01, and the reserve account is at \$5,272.85.
- H. **Secretary** – Lori Troxel recapped the year sharing that as secretary she was tasked with completing the digitization and starting on a new policy, procedure and motion book. She shared that she did not think she would get the latter accomplished this year, but somehow she was able to do so. Lori shared that she has taken the last twenty five years of documents, manuals, minutes, policies, and procedures and created one electronic document. Lori shared that she enjoys research and found items that would make things easier for associations and stated the next accomplishment she is looking forward to this year is putting together a minute's book. Lori said there are several items a Board must have in order to make a difference citing "In order to progress into the future, you need to know where you've been", and a minutes book when used in conjunction with the just released Board manual, will allow this Board and future Boards fingertip access to everything F.A.C.E. has ever documented, and accomplished. Lori stated she was most proud that she asked for and the Board agreed to have the committee application/interest form and thanked Mark Caskie for creating it and putting it on the web. She stated over the years she has listened to our membership and knew from researching other association websites that this was an answer to giving our membership an avenue of approach and accountability for the process to get our membership involved. She thanked the Board for their support in getting it accomplished.
- I. **President** – Michael Titmuss expressed what a great night we had for the conference banquet and so many compliments that were received for the night. Michael thanked Shawn O'Rourke for bringing about the strategic plan, and advised it was on the agenda and discussed at every Board meeting. He shared how proud he was of the Board and the accomplishments he associates with sticking to the strategic plan by the Board and their

committees. He stated he is most proud of posting the strategic plan online for our membership and he hopes the membership in attendance listened to him on Wednesday and will go take a look at it; again sharing the plan is theirs and not the Boards. He stated he is also proud of the committee application/interest form, and not only about getting it online but putting it in the conference packet and putting it in front of everyone this year. He asked how many applications we have received and was advised we had 15 applications received, 14 from the conference and one received online prior to the conference. One thing he is excited about for the coming year is that FCCMA asked FACE to put together a presentation for their conference and he really feels we are going to be chosen, Michael stated this is a great opportunity, because we are stepping up and not just going to these conferences, but also striving for the opportunity to facilitate a presentation to them. Some of the concerns we identified this year that Michael said we are going to look at this coming year is alternative forms of education and that he is excited to serve on the administrative contract review committee, not so that we can get rid of the IOG, citing he feels we have the best deal we can possibly have, but that we owe it to ourselves to make sure we have the best contract available. He is hopeful that we can find a way to bring about consistency between the various IOG's and costs associated between them for holding our classes, and that the profit sharing will benefit all of us. Michael recapped the Election stating we only had one contested race, he said each race should be contested and as Past President it will be his job to locate candidates as we are going to have to fill a lot of seats.

J. **Questions/Concerns from the floor** – Donna Wisnewski asked for the elections results which Jim Dehne advised were 43 Cindy Drake, and 27 for Hector Garcia, totaling 70 votes received during the election process.

6. **Oath of Office** - Past President Jim Dehne administered the Oath of Office to the newly elected 2014-2015 F.A.C.E. Board of Directors.

President - R. Sam Sullivan

1st Vice President - Cindy Drake

2nd Vice President - Joanne Naumann

3rd Vice President - Leslie Banta

Sergeant-at-Arms – Danny Thompson

Secretary - Lori Troxel

Treasurer - James Acosta

Immediate Past President - Michael Titmuss

Michael Titmuss passed the gavel to President R. Sam Sullivan. Jim Dehne presented the past president's pin to Michael Titmuss. Presidential Gold Cards were also disseminated.

Motion to adjourn 12:03 p.m.

Donna Wisnewski Second: April Hartseil

Motion carried unanimously

The next meeting dates will be the August 8-9, 2014; 9:00 AM; at the University of Central Florida, Institute of Government 12443 Research Parkway, Suite 402 Orlando, FL 32826 (407) 882-3960.

Attest:

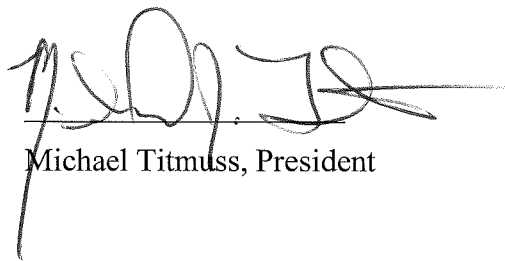
Approved:

Florida Association of Code Enforcement



Respectfully submitted by

Lori L. Troxel, Secretary



Michael Titmuss, President