

**Florida Association of Code Enforcement
Board of Directors Meeting Minutes**

May 10, 2019

President April Hartseil called the meeting of the Florida Association of Code Enforcement Board of Directors meeting to order at 8:31 am

Present: President – April Hartseil; 1st Vice President – Cindy Drake; 2nd Vice President – Michael Hauserman; 3rd Vice President – Sam Sullivan; Sergeant-at-Arms – Mitch Posner; Secretary – Dorothy Hird; Treasurer – Michelle Forstrom

Quorum Present: Yes

Absent: None

Others Present: Mari Rains – Director of the Florida Institute of Government at UCF

(UCF IOG)
Steve Shifley, Haines City.

IOG Contract – Executive Session

The board discussed the proposed contract with the IOG/UCF again and drafted questions they needed answers to before deciding on the contract.

Executive Session End: 9:20 am

Business Meeting Reconvened: 9:26 am

The board discussed with Mari the use of the proposed new software, which should decrease the work for Susan Pruchnicki and therefore the 11% overhead would not need to be paid to the IOG/UCF. She advised the Tax Exemption F.A.C.E. received through the IOG will not be available if we go through our website for conference registration.

F.A.C.E. requested training during the summer months. This can be done through the new website with the proposed scanning system.

F.A.C.E. will be requesting an 8% penalty against the IOG if the reporting done within 45 days. Mari went over the amount of classes held yearly from 2013 to the present year.

Mari discussed with the board the positives with the new rate increase which will improve the credibility of F.A.C.E. with the new rates, branding and quality of the materials is a plus and the rewrite of Fundamentals, Administrative Aspects of Code Enforcement with this renewal of their contract and The Legal Aspects and Officer Safety with the renewal of next year's contract with them.

The board decided to stop providing food at the classes and to have water and coffee only as a way to save F.A.C.E. money.

Mari will create a letter and send to the board to poll F.A.C.E. members on what changes they would like to see and what can F.A.C.E. do better to meet their needs. The IOG will provide tablets at the conference to help with this poll.

The board discussed the possibility of having the polls on the member's phone as a way of getting more evaluations.

Mari will create a master date calendar for classes. She will show everything on the conference reconciliation sheet including the sponsor fees, to avoid a possibly having to pay fee.

Conference Scholarships

The board discussed the scholarship applications both full and partial.

MOTION: Sam Sullivan, motioned to award full scholarships to Alejandro Araya, City of Hollywood; Helen Buchillon, Collier County; Liz Nichols, City of Port Richey; Delicia Pulse, Collier County; Marion Quinones, City of Deltona; Scott Shangraw, Cape Coral; Janet Vasquez, City of Oviedo and Cathy Williamson, City of Cape Coral.

SECOND: Michael Hauserman, seconded the motion

With no further discussion

Motion carried

MOTION: April Hartseil motioned to approve partial scholarships to Kelly Ambach, City of Deland; Diane Devol, Pinellas County; Virginie Giguere, Collier County; Todd Hoagland; City of Cape Coral; Elmira Johnson; Hendry County; Rachel Knaggs, City of Port St Lucie; Debbie McNeil, City of Clewiston; Alyson Mancari, City of Seminole; Nick Navarro, Palm Beach County; Joseline Ramirez, Town of Pembroke; Arlene Reckard; City of Palm Bay; Samantha Norris, City of Gainesville and Wilbur Ventura, Orange County.

SECOND: Michael Hauserman, seconded the motion

With further discussion

President – Aye

1st Vice President – Aye

2nd Vice President – Aye

Secretary – Aye

3rd Vice President – Nay

Treasurer – Nay

Sgt at Arms - Nay

Motion carried

Michelle Forstrom - Treasurer

Michelle provided copies of the 2019 Annual Conference Budget. She advised the new IOG contract will affect this year's budget as F.A.C.E. will be sharing the cost of the 11% overhead fee. As of April 30, 2019, F.A.C.E. has a balance of \$140,172.00 in checking at Wells Fargo, \$6,916.35 in savings at Wells Fargo and \$5,343.32 in Orlando Federal Credit Union bringing F.A.C.E.'s total assets to \$152,421.67.

Break: 11:32 am

Reconvene: 11:45 am

Cindy Drake – 1st Vice President

Cindy met with her committee on Wednesday May 8 and everything is on track. Conference early registration open until May 17, 2019. The Chapter Leadership and the First Time Attendees meeting will be on Tuesday, June 11, 2019 from 5 pm to 6 pm. Cindy advised a grand prize room package from the Westin Cape Coral has been donated. All conference attendees, except for board members, will be eligible to win this prize. It will be given away during the Member's

Reception where Family Feud will be played.

All Past Presidents and their plus one (1) have been invited to attend the banquet; which may be about thirty (30) persons. She would like F.A.C.E. to fund \$2,000 maximum to cover their meals.

MOTION: April Hartseil, motioned to approve the dinner costs for Past Presidents and guest at the 30th Anniversary Banquet.

SECOND: Michael Hauserman, seconded the motion
With no further discussion

Motion carried

Michael Hauserman - 2nd Vice President

Michael advised F.A.C.E. workshops and certification courses are available to ICC members for continuing education due to our status as Preferred Providers and the workshops have been uploaded to the ICC Preferred Provider site.

The board discussed the PTI Contract and will be referred to Board's attorney for review. There are sections of this contract the board decided should be removed, such as Conduct Job Analysis, Conduct Job Analysis Survey, Conduct a Blueprint Finalization-Webinar and Develop Final JTA report. There are also sections under Payment for Services the board would like to see removed from this contract.

MOTION: Michelle Forstrom motioned to deny the waiver of late fees.

SECOND: Mitch Posner seconded the motion
With no further discussion

Motion carried

Sam Sullivan – 3rd Vice President

Sam advised he has one committee member, Vito Lorenzo, City of Stuart. He will be doing a survey of the jurisdictions that are not a member of F.A.C.E.

Dorothy Hird - Secretary

The minutes are up to date. Mari will check with FAU and USF on their Scope of Services contract, which expires May 22, 2019.

New Business

The board discussed increasing membership annual fees.

MOTION: Michael Hauserman, motioned to raise the F.A.C.E. Annual Fee to Active Members from \$35 to \$50 and Associate Members from \$25 to \$40.

SECOND: Michelle Forstrom, seconded the motion
With no further discussion
Motion carried

The board was advised Mary Sneed has resigned from her position as, F.A.C.E.'s attorney. Sam Sullivan suggested Mike Durham, from Alachua County. A Letter of Intent will be provided from him.

Steve Shifley advised the board that Sumter County would like to join PACE. A revision of the Bylaws from Steve to include Sumter County and PACE.

Old Business

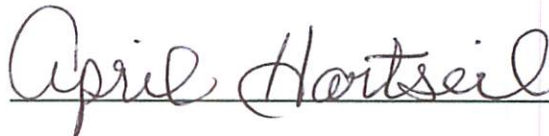
None

MOTION: Mitch Posner, motioned to recess
SECOND: Sam Sullivan seconded the motion
With no further discussion
Motion carried unanimously

Meeting adjourned at 1:07 pm.

APPROVED:

FLORIDA ASSOCIATION OF CODE
ENFORCEMENT



April Hartseil, President

Attest:



Respectfully submitted by