

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56

**Polk Association of Code Enforcement  
Member Meeting Minutes  
February 8, 2023**

President Tonya Long called the meeting to order at 9:00 am.

<b>Board Member Roll Call:</b>	President – Tonya Long	Present
	Vice President – Brandon Altman	Present
	Treasurer – Steven Cote	Present
	Secretary – Danielle Ford	Present

**Others Present:** See Membership Sign-in Sheet

**Speaker/Education Topic:** Jay Scarborough, PCSO  
Investigating Environmental Crimes & Code Enforcement

Break 10:30 am – 10:45 am

**Speaker/Education Topic:** Katie Hayes, Keep Polk County Beautiful (KPCB)  
Presentation on KCPB & Events

2<sup>nd</sup> Break 11:20 am – 11:30 am

Approval of January 11, 2023, Meeting Minutes

**MOTION:** Steven Cote, motioned to approve the January 11, 2023, minutes as presented

**SECOND:** Tanya Tucker, seconded the motion

**Membership Vote: Motion carried unanimously.**

Approval of Treasurer's Report from February 2023

December beginning balance was \$4,726.83

Expenses were \$635.00

Deposits were \$2,305.00

Interest was \$0.24

December ending balance was \$6,397.07

\*At the time of the drafting of the Treasurer Report, January 2023 statement was not available\*

**MOTION:** Melanie McVay, motioned to approve the February Treasurer report as presented

**SECOND:** Adam Camacho, seconded the motion

**Membership Vote: Motion carried unanimously**

By-Law Change – Resignation of Board Members

The current by-laws for PACE do not address the resignation of board members mid-term, other than the President. A discussion was held on how to address the resignation of the Vice President, Treasurer or Secretary, should any one of them decide to resign mid-term.

**MOTION:** Steve Shiffley, motioned to have PACE follow the same process as FACE and have the remaining board members seek a new nominee and appoint him or her for the remainder of the term.

**SECOND:** Tanya Tucker, seconded the motion

**Membership Vote: Motion carried unanimously**

57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112

50/50 Table at FACE Fee

FACE has approved PACE having a 50/50 Table at the June 2023 FACE conference with a fee in the amount of \$250.00.

**MOTION:** Melanie McVay, motioned to approve the payment as presented.

**SECOND:** Tabitha Miller, seconded the motion

**Membership Vote: Motion carried unanimously**

Hospitality Suite at FACE Conference

During the FACE conference, there is a hospitality suite that can be sponsored by different chapters to purchase food, snacks, etc. It was mentioned that West Palm Beach has already donated \$1,000.00 to cover the June 2023 conference, so no further discussion was held.

FACE Updates

1. As previously discussed, the annual FACE conference will be held in June 2023 in Cape Coral, FL.
2. Registration opens in March, with early registration being available.
3. Conference scholarships are also available through PACE; however, the member is responsible for the hotel costs.
4. PACE usually pays for the President to attend the conference; however, with Tonya Long also being on the FACE Board, it will not be necessary to pay for her to attend. A discussion was held to either save the cost of her registration or to sponsor the Vice President in her place. Since the Vice President usually becomes the President after completing their term, it would be beneficial to send the Vice President to the conference.

**MOTION:** Tanya Tucker, motioned for PACE to sponsor the Vice President to attend the June 2023 FACE Conference

**SECOND:** Adam Camacho, seconded the motion

**Membership Vote: Motion carried unanimously**

Announcements

**Job Opportunities:** City of Lakeland has two (2) open positions.

March 2023 Meeting

March's meeting will be hosted by Haines City at the Haines City Police Department (35400 Highway 27, Haines City, FL 33844).

**MOTION:** Dan Povey, to adjourn the meeting at 11:47 am

**SECOND:** Susel Ceglarek, seconded the motion

**Membership Vote: Motion carried unanimously**

  
\_\_\_\_\_  
Tonya Long, President

113 Attest:

114

115

116

117

118

119

120

121

*Danielle Ford*

---

Respectfully submitted by  
Danielle Ford, P.A.C.E. Secretary  
March 8, 2023