

**FCCMA Board of Directors
February 4, 2015
Hilton St. Petersburg Bayfront**

President Silverboard called the meeting to order at 1:30 p.m. with the following members present:

Members Present:

President Jill Silverboard, Assistant City Manager, Clearwater
President-Elect Michael Pleus, City Manager, DeLand
Secretary/Treasurer Bobby Green, City Manager, Auburndale
Past President Russ Blackburn, City Manager, Gainesville
District I Director Lee Garner, City Manager, Chattahoochee
District II Director Sally Sherman, Deputy County Administrator, Flagler County
District IV Director George Brown, Deputy City Manager, Boca Raton
District V Director Yocelyn Galiano, Village Manager, Pinecrest
District VI Director Roger Reinke, Assistant City Manager, Naples
District VII Director Micah Maxwell, Town Manager, Belleair
District VIII Director Ryan Leavengood, City Manager, Lake Alfred
At-Large Director Michael Cernech, City Manager, Tamarac
At-Large Director Horace McHugh, Assistant City Manager, Oakland Park

Members Absent:

District III Director Beth Anne Knight, Deputy County Manager, Osceola County
At-Large Director Jonathan Evans, City Manager, Haines City

Others Present:

Kurt Bressner, Coordinator, FCCMA Senior Advisors
Sallie Ann Burnett, East Regional Director, Alliance for Innovation
Dr. Bob Lee, Executive Director, The Center for Florida Local Government Excellence;
Assistant Professor FGCU
Ken Parker, ICMA Liaison
Beth Rawlins, Corporate Liaison and President, Florida Business Watch
Craig Hunter, Senior Advisor Candidate
Lynn Tipton, FCCMA Executive Director
Carol Russell, FCCMA Administrative Assistant
Lynn Lovallo, FCCMA Executive Assistant

President Silverboard welcomed everyone and asked everyone to introduce themselves.

Secretary-Treasurer Green welcomed everyone to the Winter Institute that would begin the next day and explained his duty as secretary/treasurer was to plan the Winter Institute. He showed a video that would kick off the event.

President Silverboard told the Board that the correspondence was self-explanatory and gave an update on the elections. The Nominating Committee will meet March 6 and consider two candidates for the open at-large seat: Terry Atchley, Wauchula City Manager and Ken Fields, Lake Wales City Manager. Two candidates self-nominated for the Secretary/Treasurer position: Mike Cernech, Tamarac City Manager and Jim Hanson, Orange Park Town Manager. She asked for updates on the district elections.

Ms. Galiano said that Daniel Rosemond, Hallandale Beach Deputy City Manager had been elected for the District V seat.

Mr. Garner told the Board that he had reached out to his district for self-nominations but the district had asked him to stay on the Board.

There was no update on District III.

Mr. Maxwell said that the nominations had closed and there were two candidates for the District VII seat: Mike Herr, Plant City City Manager and himself.

President Silverboard gave a report from the Executive Committee that met prior to the Board meeting and said both she and President-Elect Pleus will both attend the Southeast ICMA Regional Summit on March 12 and 13 in Asheville. Carl Harness will be interviewed for the SE Vice President non-CEO seat and Lee Feldman for the President-Elect seat.

The Awards Nominations deadline was Monday, February 2. There were no nominations received for the Richard Simmons Award. President Silverboard asked the Board members for their thoughts on the If You Care, You Do Award and the President's Award. A suggestion was made to give the President's Award to Eileen Normile who worked on the Sarasota Plan Challenge.

President Silverboard said that the capstone project that was presented by Michele Miller at the November Board meeting was under Tab 2. She also told the Board that there may be a plan challenge in Lakeland.

Mr. Pleus made a motion to approve the consent agenda as presented. Mr. Brown seconded the motion. The motion passed without opposition. The items approved were: The minutes from November 21, 2014, the Financial Report and the waiver of dues for Mark Kutney and Bob Vitas for FY 2015.

The Strategic Plan was brought back for discussion from the November Board meeting. At that meeting the Board decided to return the strategic plan to the task force and ask them to create an action plan intended to provide the time frame for completion of the goals. The task force asked the Board to reconsider its request, as it felt the action plan should be designed by the officers and staff.

Mr. Blackburn made a motion to reconsider the motion made at the November 21 Board meeting to have the Task Force proceed to prepare an Action Plan for approval and instead follow the Task Force's recommendation as presented. Mr. Pleus seconded the motion. The motion passed without opposition.

The Board reviewed the strategic plan as presented. Ms. Galiano pointed out that in Goal I, Objective B, No. 2 there were two periods.

Mr. Brown made a motion to change the language in Goal I, Objective D to: The financial future of the Association for the long term depends on diversity within the membership and on the Board of Directors. This diversification includes county/city, large/small jurisdictions, and all aspects of human diversity. Ms. Galiano seconded the motion. The motion passed without opposition.

Another motion was made to change the language in Goal I, Objective D, No. 4 to: The Board should explore opportunities to engage more with all ICMA affiliate and diversity organizations. It was then decided to make the recommended changes and make one motion at the end to approve the strategic plan as amended. The Board continued its discussion of proposed changes working through the document goal by goal.

Mr. Blackburn made a motion to approve the strategic plan in concept and for staff to make the appropriate changes. Mr. Brown seconded the motion. The motion passed without opposition.

Mr. Green told the Board that the committee tasks for the upcoming program year will be the goals from the strategic plan. President Silverboard thanked the task force for their work on the Plan. Staff will take the objectives and, with input from the officers develop an action plan with committee assignments.

Executive Director's Report: Ms. Tipton passed out an agenda for the Florida Civic Advance Summit. This is a collaborative effort that FCCMA has participated in with other organizations. She would like to have an FCCMA presence at this event. The registration link is located on the bottom of the front page.

Ms. Tipton gave an update on the Florida Local Government Coalition. Local Works Day is the first Friday of the fiscal year. District Directors should encourage the local governments in their districts to participate and to commit to it. Ms. Rawlins said that Florida Business Watch (FBW) is happy to assist and to contact her to let her know what FBW can do.

Ms. Tipton stated that the investment statement was included in the agenda packet.

ICMA Report: Mr. Parker distributed a flyer to the Board on the ICMA Southeast Regional Summit, March 12-13 at the Grove Park Inn in Asheville. On Wednesday there will be a Young Professional Leadership Institute, Thursday a workshop, and the regional meeting will be held on Friday.

Currently, Florida has 113 credentialed managers as of February 3. Mr. Parker reported that Florida ICMA members received an email from Martha Perego about joining the Strategic Plan Committee, with a deadline to apply by March 2. Mr. Parker said that Florida needs a presence on the ICMA Strategic Planning Committee.

There have been some changes at ICMA with staff layoffs due to a cancellation of the Afghanistan contract. Forty-four percent of ICMA's budget relates to contracts and grants. Grants provide a lot of the revenue for membership services.

The ICMA Conference will be held in September in Seattle. He would like to see a large contingency of FCCMA members at the ICMA conference. Alan Ours, ICMA SE VP; Bob O'Neill, ICMA Executive Director, Jim Bennett, ICMA President, Randy Reid and Ken Parker will represent ICMA at the FCCMA conference. President Silverboard thanked ICMA for their attendance at the FCCMA Conference. President-Elect Pleus invites all of them to attend the Board Dinner at the Conference. Mr. Parker explained that ICMA moved its Board meeting so ICMA could attend the FCCMA Conference.

Mr. Parker has been attending the onsite training sessions. ICMA challenged Mr. Parker to work with FCCMA on membership. He will focus on FCCMA members who are not ICMA members.

The Center for Florida Local Government Excellence report: Dr. Lee's report was included in the agenda packet. All onsite training sessions have been scheduled. Most of the trainings have been very successful. Dr. Lee thanked the district directors for their help. The Center year-to-date statement is enclosed in the report. He also requested the payment for the Center.

Mr. Blackburn made a motion to approve the second quarter payment of \$7,500 to the Center. Mr. Garner seconded the motion. The motion passed without opposition.

Alliance for Innovation report: Ms. Burnett presented an agreement between the Alliance and FCCMA and asked the Board to consider the agreement.

Mr. Blackburn made a motion to approve the agreement as presented. Ms. Galiano seconded the motion. The motion passed without opposition.

Ms. Burnett reported that this was her second Florida visit since January 1. She will also visit DeLand and Port Orange. The TLG conference will be held April 13-15, and the Alliance offers one comp registration to FCCMA. President-Elect Pleus is FCCMA's designee and he will check his calendar to see if he is able to attend.

The Innovation Awards Case Studies can be found on the Alliance website. She told the Board that many of the webinars are free to members and to check the website for upcoming webinars.

Beth Rawlins report: Ms. Rawlins has raised \$125,000 for conference. She told the Board that her assistant, Dani Dahlberg, has stepped up, because Ms. Rawlins has not been available to help. The corporate case studies were approved on Monday by the Conference Planning Committee.

FBW will present a session on water. The format will be small groups focusing on four areas: springs, sea level rise, finding alternative water sources and where the money will come from.

Ms. Rawlins also reported that the Florida Local Government Coalition will have a regional meeting on March 6 to include Hillsborough, Pinellas, Polk and Pasco counties. She asked the Board to encourage department heads to attend. Glenda Hood and Shelley Lauten will present.

Ms. Rawlins told the Board that FBW members have been attending the FCCMA onsite training sessions.

Ms. Rawlins has been lobbying in Tallahassee on the open records law the last two days.

Senior Advisor report: Mr. Bressner introduced Craig Hunter as a proposed new senior advisor. Bob LaSala and Oel Wingo are the other two new advisors. With the retirement of Peter Lombardi, there will only be four advisors left. He explained the process for appointing new advisors requires the FCCMA Board approval, and then the names are sent to Bob O'Neill, ICMA Executive Director, for final approval.

Mr. Blackburn made a motion to approve the proposed senior advisors. Mr. Brown seconded the motion.

Before the vote, Mr. McHugh asked if there was a conflict with Oel Wingo being a sole proprietor. Mr. Bressner and Ms. Tipton will review it.

The motion passed without opposition.

Ms. Galiano suggested Mike Crotty for a senior advisor. Mr. Bressner will talk to him and he will also ask John Stunson to consider it. Ms. Tipton informed the Board that Bill Neron will be presented in May for senior advisor approval. Mr. Bressner will also check to see if Yvonne McKinley is eligible.

Committee Reports

Membership: Ms. Galiano informed the Board that FCCMA has 609 members. She has been working with Florida International University on establishing an ICMA chapter. There were approximately 65 students who were interested in membership. She told the Board that the thermometer showing the district goals was included in the

agenda packet. Also included was a list of FCCMA members who will be deleted from the membership for unpaid dues. Many of these members have relocated, changed professions or are no longer students. The membership increased one percent in the last quarter.

The Membership Committee submitted three recommendations to the Board for approval. The Committee would like the Board to consider allowing affiliate members who have been FCCMA members for six years to upgrade to full members. Further requests were made to allow full members who hold positions of at least Department Director in an ICMA-recognized organization be eligible to self-nominate for a Director position if they have served six consecutive years on FCCMA committees immediately preceding the self-nomination. The last request was to have reflecting language in the By-laws that if ICMA expels someone from membership due to an ethics matter, it may make the person ineligible for FCCMA membership. President Silverboard added that if ICMA expels them, then FCCMA expels them. The last recommendation was considered first.

Mr. Galiano made a motion to approve recommended change in the By-laws that if ICMA expels someone from membership due to an ethics matter, then FCCMA is subject to a review of his/her status as a FCCMA member. Mr. McHugh seconded the motion. The motion passed without opposition.

President Silverboard then asked the Board to share their thoughts regarding the other two recommendations.

President Silverboard told the Board that these recommendations had been discussed at the Executive Committee meeting. She had suggested an alternative of the Committee recommendations, not upgrading affiliates to full members but giving affiliate members a seat on the Board. The Executive Committee did not come to an agreement. Ms. Silverboard reminded the Board there was a time when assistant managers were not allowed to serve on the Board.

President-Elect Pleus asked Ms. Galiano to explain why the Committee was making these recommendations. The Committee felt that many of the affiliate members have been very active on committees. With the change in the economy many of these affiliate members could not move up to the manager position due to a lack of open positions or because they wanted to stay in their current positions. The Committee wants to embrace managers at all levels and add diversity to the Board. The affiliate members were not seeking to serve as an officer on the Board. This would also allow the affiliates to serve on the Board in districts where there is not a lot of member participation.

Further discussion among the Board members raised many questions and pros and cons on the changes. It was felt that the Association values the affiliate members and should explore ways to show that value. There was concern expressed regarding department heads perhaps serving with their managers. It was also felt that affiliate participation

can help bring diversity to the Board/Association and grow the next generation of managers.

President Silverboard then asked the Board if anyone wanted to make a motion to approve the recommendations. Mr. McHugh recommended no change. She thanked the Committee for its work.

Awards: Mr. Leavengood divided the Committee between awards and scholarships. There were not many nominations for the awards and District Directors were asked to reach out to their districts for recommendations. He told them about the change at the Conference regarding the Awards Program.

By-Laws Review: Mr. Maxwell gave a review of his notes on the By-laws review. He pointed out that Article II, Section 1 was changed to broaden the language of who is identified as part of the Profession of City and County Management.

Each of the proposed changes were reviewed by the Board.

President Silverboard made a motion to not amend language to designate an at-large director position as a county seat in Article V, Section 6. Mr. Brown seconded the motion. The motion passed without opposition.

The Board took out the new language in Article V, Section 6 regarding the Membership Committee recommendation.

Mr. Brown made a motion to change the language in Article V, Section 2 to: A member otherwise eligible to serve as a director who is appointed to an interim or acting capacity within the organization would be eligible. Mr. Garner seconded the motion. The motion passed without opposition.

A suggestion was made to Article V, Section 2 to remove the new language “within the last five years” was made. Language was also changed to: A member otherwise eligible to serve as an officer who is appointed to an interim or acting capacity within the organization.

President Silverboard made a motion to remove the proposed new language “within the last five years.” Mr. Green seconded the motion. The motion passed with two opposed: Mr. Garner and Mr. Maxwell.

Mr. Maxwell told the Board that in reviewing the By-laws, the Task Force believed that the Charter needed to be brought into alignment with the By-laws as it relates to membership. Ms. Tipton will talk to Eric Hartwell who is the FLC attorney who reviews the Association’s by-laws.

Mr. Blackburn made a motion to approve the by-laws with the amended changes authorizing staff to scribe privileges so that the By-laws could be approved by the full membership. Mr. Garner seconded the motion. The motion passed without opposition.

Communications: Ms. Sherman reported that the Committee would be sending a Big Data/Open Data survey to the membership.

Conference Planning: President-Elect Pleus reported that all is going well with the Conference. Mr. Green said that it would be a terrific conference.

Fiscal and Administrative Responsibility Committee: Mr. Mr. Brown felt that the Committee should review this annually.

The Committee reviewed Policy 21, which is the reserve policy. The Committee looked at other agencies' reserve policies and recommendations from GFOA. GFOA recommends a reserve of 17% of the annual operating expenses. The Committee discussed the nature of the reserve and the relationship to the undesignated fund balance. The Committee recommended that any drawdown of the undesignated fund balance would be reported to the membership.

Mr. Blackburn made a motion to approve the recommended changes to Policy 21. Mr. Maxwell seconded the motion.

Discussion: Mr. McHugh stated that he was not comfortable with the recommendation and he was not convinced that it was an appropriate level for the Association. President Silverboard pointed the difference between Association and City/County budgeting. Mr. Reinke agreed with Mr. McHugh. He asked what a healthy fund balance means. Ms. Tipton told the Board that the Association's largest liability was attrition due to the Conference. President Silverboard recommended an annual review.

The motion passed with one opposed, Mr. Reinke.

Legislative: Mr. Garner reported that the Committee met with the staff of the House and Senate Legislative staff directors. There were over 20 directors and analysts present. Mr. Garner asked the Board to inform him if there are any bills that the Committee needs to look at. Ms. Tipton said that the Appropriations Committee could be added as an official outreach designee for bill analysis. President Silverboard said that the Coalition might be interested. Ms. Rawlins will suggest to FACC to pay attention to the public records bill.

Professional Development: Mr. McHugh complimented his Committee on the great job it did on completing its tasks. He reported that Bob O'Neill would be the speaker at the Career Development Lunch at Conference. He reported that there are three onsite trainings scheduled in February and three scheduled in March. The webinars are

planned and scheduled through May. Mr. Cernech said that Mr. McHugh did a great job. President Silverboard commented that she thought the Fall Symposium went well.

Professional Management Matters: Mr. Blackburn reported that the Task Force has added more ambassadors. He told the Board to let him know if they had any recommendations for more ambassadors. Ms. Tipton asked the Board to go to the FCCMA LinkedIn site and add posts or responses to the current posts. She told them if more posts were not added, FCCMA would need to pay HCP more to add content to the site.

Director Reports

District I: Mr. Garner reported the district election was in process. He reported that the district had an onsite training session scheduled for March 13 in Tallahassee. This training is specific to the elected officials' ethics training.

District II: No report.

District III: Ms. Knight submitted a written report.

District IV: Mr. Brown submitted a written report.

District V: Ms. Galiano submitted a written report. Approval was required to change the District V representative on the Nominating Committee as Mr. Rosemond was elected to the District Director's position, and thus ineligible to serve on the Nominating Committee.

Mr. Maxwell made a motion to substitute Daniel Rosemond with Maria Menendez to serve on the Nominating Committee. Ms. Sherman seconded the motion. The motion passed without opposition.

District VI: Mr. Reinke submitted a written report. He thanked Bob Lee for help on his training.

District VII: Mr. Maxwell submitted a written report. He told the Board that he needed approval to replace his Nominating Committee member.

Mr. Green made a motion to substitute Larry Novak with JP Murphy to serve on the Nominating Committee. Mr. Brown seconded the motion. The motion passed without opposition.

District VIII: Mr. Leavengood reported that his training is scheduled for February 26.

There were no other reports.

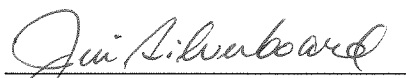
The meeting adjourned at 4:56 pm.

Respectfully Submitted,



Lynn Tipton
Executive Director

I hereby certify that these Minutes
were approved at an official meeting
held on: _____



Signature-Presiding Officer