

**Florida City and County Management Association
Board of Directors
Wednesday, June 1, 2016 – 2:30 p.m.**

President Pleus called the meeting to order at 2:30 p.m. with the following members present:

President Michael Pleus, City Manager, DeLand
President-Elect Bobby Green, City Manager, Auburndale
Secretary/Treasurer Jim Hanson, Town Manager, Orange Park
Past President Jill Silverboard, Assistant City Manager, Clearwater
District I Director Lee Garner, City Manager, Chattahoochee
District III Director Norton Bonaparte, City Manager, Sanford
District IV Director George Brown, Deputy City Manager, Boca Raton
District V Director, Daniel Rosemond, City Manager, Hallandale Beach
District VI Director Roger Reinke, Assistant City Manager, Naples
District VII Director Micah Maxwell, Town Manager, Belleair
Director-at-Large Michael Cernech, City Manager, Tamarac
Director-at-Large Jonathan Evans, City Manager, Haines City
Director-at-Large Ken Fields, City Manager, Lake Wales

Members Absent:

District II Director, Sally Sherman, Deputy County Administrator, Flagler County
District VIII Director Ryan Leavengood, City Manager, Lake Alfred

Others in attendance:

Beth Rawlins, Beth Rawlins, Inc.
Toni Shope, AFI
Mark Durbin, Senior Advisor
Dr. Robert E. Lee, CFLGE
Ken Parker, ICMA Liaison
Randy Reid, ICMA SE Regional Director
Rich Reade, Village Manager, Palm Springs
Jim O'Connor, City Manager, Vero Beach
Ken Small, Florida League of Cities
Erika Bowen, Florida League of Cities
Mike Sittig, Florida League of Cities
Lynn Tipton, Executive Director
Casey Cook, Assistant Executive Director
Carol Russell, Executive Assistant

President Pleus updated the Board on the members who have not taken the ethics training for FY 2015. He asked the district directors to remind the members in their districts who have not taken it to complete it.

President-Elect Green gave an update on the conference. He then presented President Pleus with a gift on the Board's behalf, and thanked him for his service.

President Pleus thanked the Board and staff.

A motion was made by Mr. Hanson and seconded by Mr. Reinke to approve the Consent Agenda. The motion was approved for the following item: Minutes of February 3rd, 2016. Staff was asked to make spelling changes. The motion passed without opposition.

The financial report was presented and a request to approve a budget amendment.

A motion was made by Mr. Brown and seconded by Mr. Hanson to approve the budget amendment. The motion passed without opposition.

Executive Director's Report: Ms. Tipton's first request was a waiver for the ethics training for several life members.

A motion was made by Mr. Brown and seconded by Mr. Rosemond to approve the list of life members to waive their ethics training requirement. The motion passed without opposition.

Ms. Tipton gave an update on the Florida Local Government Coalition. The Florida League of Cities has turned running the FLGC over to FRPA. There will be no further Local Works Day events, and it is hoped that the Coalition will continue as a networking and educational affiliation.

Ms. Tipton reported that Senior Advisor Mr. Dick Williams will move to Senior Advisor Emeritus status. She asked the Board to approve Mr. Dan Kleman as a new senior advisor.

A motion was made by Mr. Hanson and seconded by Mr. Fields to approve Mr. Dan Kleman's appointment as a Senior Advisor and recommend his approval to ICMA's Executive Committee. The motion passed without opposition.

The State of the Association was included in the agenda book.

Ms. Tipton reported to the Board that the 2018 Legislature would be moved to January. In 2016 when the Legislature changed its date, the Winter Institute was scheduled for the same dates as the FLC and FAC Legislative Action Days. This caused some FCCMA members to miss the Winter Institute. She requested that the Board look at alternate dates for the 2018 Winter Institute. Several dates were suggested. February 14th – 16th was chosen as the first choice and February 28th – March 2nd was chosen as the second choice.

The investment report was included in the agenda book.

Ms. Tipton was thanked by the Board for all of her service during her time as Executive Director.

Senior Advisor Report: The evaluations of Senior Advisors Dick Kelton and Bill Neron were discussed.

A motion was made by Mr. Hanson and seconded by Mr. Brown that Mr. Bill Neron and Mr. Dick Kelton be re-appointed for a three-year term. Their terms would be from 2016 to 2019. The motion passed without opposition.

A recommendation to change the Senior Advisor policy is included in the report to reflect that dues shall be complimentary for Senior Advisors and Senior Advisors Emeritus.

A motion was by Mr. Brown and seconded by Ms. Silverboard to approve the recommended change to the senior advisor policy. The motion passed without opposition.

Mr. Durbin reported that he and Mr. Bill Neron will staff the Senior Advisor booth at the FAC Conference, and Mr. Kurt Bressner and Mr. Dan Kleman will staff the booth at the FLC Conference.

Beth Rawlins, Inc. Report: Ms. Rawlins reported that the conference revenues were higher than provided in the written report.

She reported that she had reviewed the contact between vendors and conference attendees. A list of conference attendees is provided to the vendors/sponsors but only includes the names and organizations. The phone numbers and email addresses are not included on the list. This policy has been helpful in limiting direct contact with members and Ms. Rawlins believes it has been effective.

She asked the Board members to visit the exhibit hall and thank the exhibitors.

Florida Business Watch: Ms. Rawlins thanked the Board for its continued support. She gave the Board an update on plan support. She was thanked for her help in Lake Wales.

CFLGE Report: Dr. Lee reported that he had submitted a written report. All of CFLGE's goals were successfully completed. He recognized Mr. Evans and Mr. Bonaparte for their work on the Professional Development Committee. He also recognized the District Directors for their work on holding successful regional trainings. He thanked the FCCMA staff and Mr. Mike Sittig for his support of the Center.

A motion was made by Mr. Green and seconded by Mr. Maxwell to approve the third quarter payment to CFLGE. The motion passed without opposition.

Alliance for Innovation Report: Ms. Shope, who attended for Sallie Ann Burnett, reported that Charlotte County joined the Alliance. She reported that Port Orange and Manatee County each hosted the “Next Big Things” events. Climate change, infrastructure, elderly, youth and water sources are the topics of the “Next Big Things.” The latest research project will be released at the TLG Conference in June. She thanked the Board for its continued support of the Alliance.

ICMA Report: Mr. Reid reported on the ICMA/FCCMA membership drive. Five new members joined FCCMA. The next step will be to solicit FCCMA members who are not ICMA members to join ICMA. He reported that ICMA received 80 applications for the Executive Director position and have picked 20 finalists. Interviews will start soon.

Mr. Bonaparte gave a presentation from the ICMA’s Strategic Planning Task Force. The Task Force is looking at major trends and drivers to produce the next strategic plan. ICMA wants to engage the state associations in the process.

Mr. Parker reported that registration to the ICMA conference opens at noon on June 2nd. He thanked the Board for the opportunity to attend the onsite trainings. He made a presentation to Volusia County for its Council-Manager form of government anniversary.

The Board thanked Mr. Sittig for his sponsorship of the reception for Mr. Lee Feldman at the ICMA Conference in Kansas City. (A letter was also sent from the Board.)

Committee Reports

Awards and Scholarships: A written report was submitted.

Communications: A written report was submitted.

Conference Planning: President-Elect Green gave a final report on the conference.

County Outreach and Membership: FCCMA staff reported that the Committee had developed a brochure to market membership to county managers. The Committee is asking the Professional Development Committee to incorporate training for county members. The Committee is also asking the Board to encourage county members to run for Board seats and to sit on committees.

Diversity and Inclusion: A written report was submitted. Ms. Silverboard reported on the Committee’s session at conference: The Ethics of Diversity.

Fiscal and Administrative Policy: No report.

Membership: Mr. Maxwell gave an update on the Membership Committee work plan.

He reported on the recommendation from the Membership Committee to make changes to the ethics policy. The language was changed as it related to membership suspension.

New language was added to reflect that a suspended member is not permitted to take part in activities unless it is an effort to fulfill his/her ethics requirement.

A motion was made by Mr. Hanson and seconded by Mr. Cernech to approve the amendment to the ethics policy. The motion passed without opposition.

Mr. Maxwell then discussed a recommendation that would be offered to the members of the Florida Association of County Managers Association who join FCCMA: that each receive a \$100 discount on their membership dues for the first year of membership.

A motion was made by Mr. Reinke and seconded by Mr. Green to approve the temporary membership incentive for FACM members.

Mr. Maxwell then reviewed the changes to the membership policy. Changes were made to the full member category that provided CAO's the decision-making power to decide if a member warranted full member status. Range Rider language was changed to Senior Advisor. The Subscriber members' language was changed to members not residing in the state of Florida. Policies 29 and 10 were merged. Changes were made to the format of the new membership policy along with policies 23 and 30.

A motion was made by Mr. Cernech and seconded by Mr. Rosemond to approve the new membership policy.

Also, included in the agenda book was the new member report.

MIT: Mr. Fields reported on the Committee's recommendation to change the MIT policy. The language was changed in the section describing the benefit to attend conference. The new policy will waive conference registration and 100% of the hotel cost. The policy also encourages local manager organizations to waive member dues for MITs.

A motion was made by Mr. Pleus and seconded by Mr. Hanson to approve the changes to the MIT policy. The motion passed without opposition.

Professional Development: Mr. Evans reported on the work done by the Committee in developing the Symposium and webinars.

Professional Management Matters: Mr. Hanson reported the Committee has an active ambassador program. The ambassadors are attending council meetings to recognize council/manager form of government anniversaries. Two requests for proposals were received and are now being summarized by staff. There will be two staff from HCP, the consultants for PMM, at the conference.

District Reports

District I: No report.

District II: No report.

District III: Thank you to Dr. Lee for coordinating the district training.

District IV: No report.

District V: The training was well-attended. Mr. Rosemond has encouraged the new manager in Miami Springs to join FCCMA.

District VI: No report.

District VII: No report.

District VIII: No report.

At-Large Director Cernech: No report.

At-Large Director Evans: No report.

At-Large Director Fields: No report.

Past President Silverboard: Thank you for her time on the Board.

Secretary/Treasurer Hanson: No report.

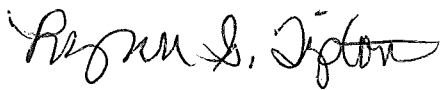
President Elect Green: No report.

President Pleus: Thank you for a great year.

Ms. Tipton gave a plan support update. She also reported that there is a potential for three new cities: South Walton and two new cities in Palm Beach County.

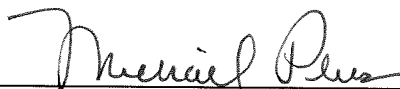
There being no further business, the meeting was adjourned at 4:30 p.m.

Respectfully submitted:



Lynn Tipton
Executive Director

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



Signature-Presiding Officer