

**FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION
BOARD OF DIRECTORS
MINUTES FROM DECEMBER 1, 2017 MEETING**

President Hanson called the meeting to order at 9:02 a.m. with the following members present:

President Jim Hanson, Town Manager, Orange Park
President-Elect Michael Cernech, City Manager, Tamarac
Secretary/Treasurer Shannon Lewis, Deputy City Manager, Melbourne
District I Director Michael Beedie, City Manager, Fort Walton Beach
District III Director Suzanne Sherman, Assistant City Manager, Satellite Beach
District IV Director Lori LaVerriere, City Manager, Boynton Beach
District VI Director Charles Chapman, County Administrator, Hendry County
District VIII Director Jim Gleason, City Manager, Mascotte
Director At-Large Mark Cunningham, Assistant County Administrator, Sarasota County
Director At-Large Micah Maxwell, Assistant City Manager, Clearwater

Members Absent:

Past President Bobby Green, City Manager, Auburndale
District II Director Danielle Judd, City Manager, Green Cove Springs
District V Director Jorge Gonzalez, Village Manager, Bal Harbour
District VII Director Matthew Campbell, Town Manager, Kenneth City
Director At-Large Ryan Leavengood, City Manager, Lake Alfred

Others in attendance:

Dr. Robert E. Lee, CFLGE
Mr. Ken Parker, ICMA Liaison
Casey Cook, Executive Director
Carol Russell, Executive Assistant

The first item of business was consideration of the consent agenda. Accordingly,

A motion was made by Mr. Maxell and seconded by Mr. Cunningham to approve the items on the Consent Agenda. The motion was made to approve: the minutes from August 16, 2017, the 2018 Nominating Committee, the waiver of dues for MITs for FY 2018, the agreement with RB Oppenheim for website hosting, the approval of the 2022 conference proposal and the addendum to the service agreement between the Florida League of Cities and FCCMA. The motion passed without opposition.

Mr. Cook notified the Board the financial statements would be available the following week and would be sent to the Board.

Mr. Cook gave an update on plan support.

Mr. Cook reviewed the Constitution Revision Commission report.

Mr. Cook then discussed the ethics reporting requirement. He advised more than 300 members had not logged their time at the end of the reporting period. Staff requests the reporting requirement be waived and members be encouraged to participate in appropriate ethics training, but not be required to log such on the FCCMA membership database. Following discussion,

A motion was made by Ms. Lewis and seconded by Mr. Chapman to replace the current method of reporting ethics training (logging hours on the member database) to only attesting to having completed the required ethics training via one button on the member database prior to paying membership dues. The motion passed without opposition.

The Senior Advisor reports were included in the agenda book.

A motion was made by Ms. Lewis and seconded by Ms. LaVerriere to approve the report and forward it to Greg Bielawski at ICMA, the Senior Advisor Coordinator. The motion passed without opposition.

A motion was made by Mr. Cunningham and seconded by Mr. Gleason to approve Mark Durbin for an additional three-year term as a Senior Advisor, and forward his evaluation to ICMA. The motion passed without opposition.

The Alliance for Innovation report was included in the agenda book.

Beth Rawlins, Inc. had no report.

The Center for Florida Local Government Excellence Report was included in the agenda book.

Florida Business Watch had no report.

Mr. Parker asked for the Board's help in identifying individuals in their districts who meet the criteria for ICMA Life Membership. He reported registration opens in December for the Southeast Regional Meeting. He asked the Board to encourage the members of the ICMA student chapters to participate in the ICMA Fellows program. He also reported ICMA is participating in the interlocal agency response to hurricane recovery. Florida may be used as a model for hurricane recovery.

The Communications Committee report was included in the agenda book.

The Conference Planning Committee report was included in the agenda book. Mr. Cernech reported he received information on two ideas that may be considered for the conference. Dr. Bob Lee and Ms. Sarah Hannah-Spurlock have co-authored a paper on gender bias. He also received a video from the City of Palm Coast highlighting the city's internship program.

There was a request to add to the February 14, 2018, agenda discussion on holding the conference in cities other than Orlando.

The Fiscal and Administrative Policy report was included in the agenda book. Following discussion,

A motion was made by Ms. Sherman and seconded by Ms. Lewis to approve the revised Awards Policy. The motion passed without opposition.

The Membership Committee report was included in the agenda book. Following discussion,

A motion was made by Mr. Gleason and seconded by Mr. Beedie to approve adding affiliate members to the MIT list for a two-year trial. The motion passed without opposition.

Following discussion,

A motion was made by Mr. Chapman and seconded by Mr. Maxwell to approve a waiver of the ethics requirement for Mr. Reid Silverboard. The motion passed without opposition.

The Professional Development Committee report was included in the agenda book. Following discussion,

A motion was made by Ms. Lewis and seconded by Mr. Maxwell to approve the new manager/assistant boot camp proposal submitted by the FLC University for those individuals holding the requisite title as managers/assistants and to promote FCCMA. The motion passed without opposition.

The additional requested action on approving the FCCMA Who's Who Under 40 Award was referred back to the Committee for setting a cap on the number of recipients and revising the qualifications so that selected recipients are all around exceptional individuals.

The Professional Management Matters Committee report was included in the agenda book.

The Winter Institute Planning Committee report was included in the agenda book.

President Hanson had no report.

President-Elect Cernech had no report.

Secretary/Treasurer Lewis had no report.

Past President Green had no report.

District I Director Beedie had no report.

District II Director Judd's report was included in the agenda book. She also reported she has chosen her canvassing committee for the district election and she will present certificates to Jasper and Lake City for ICMA recognition anniversaries.

District III Director Sherman reported she has chosen media training for her district training on March 23, 2018.

The District IV report was included in the agenda book.

District V Director Gonzalez had no report.

District VI Director Chapman reported the district training held on November 3, 2017, at Florida Gulf Coast University was successful. He is still looking for two members to participate on the canvassing committee for the District VI election. He also reported the City of LaBelle is considering adopting the council-manager form of government.

District VII Campbell had no report.

The District VIII report was included in the agenda book. Mr. Gleason reported there was a misunderstanding regarding who should run the District VIII election. The seat returns to Polk County. There was discussion on creating a policy on how district elections should be run and President Hanson asked Mr. Gleason to develop procedures.

At-Large Director Cunningham had no report.

At-Large Director Leavengood had no report.

At-Large Director Maxwell had no report.

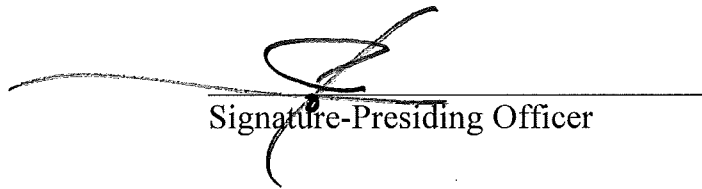
There being no further business, the meeting adjourned at 12:19 p.m.

Respectfully submitted:

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



Casey Cook
Executive Director



Signature-Presiding Officer