

**FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION  
BOARD OF DIRECTORS  
MINUTES FROM NOVEMBER 9, 2018 MEETING**

President Cernech called the meeting to order at 9:10 a.m. with the following members present:

President Michael Cernech, City Manager, Tamarac  
President-Elect Shannon Lewis, Deputy City Manager, Melbourne  
Secretary/Treasurer Micah Maxwell, Assistant City Manager, Clearwater  
Past President Jim Hanson, Atlantic Beach  
District I Director Michael Beedie, City Manager, Fort Walton Beach  
District II Director Mike Grebosz, Assistant City Manager, DeLand  
District III Director Suzanne Sherman, Assistant City Manager, Satellite Beach  
District IV Director Lori LaVerriere, City Manager, Boynton Beach  
District VII Director Matthew Campbell, Town Manager, Kenneth City  
District VIII Director Shawn Sherrouse, Assistant City Manager, Lakeland  
Director At-Large Daniel P. Clark, Town Administrator, Lake Clarke Shores  
Director At-Large Mark Cunningham, Assistant County Administrator, Sarasota County  
Director At-Large Michael McNeas, City Manager, Melbourne

Members Absent:

District V Director Jorge Gonzalez, Village Manager, Bal Harbour  
District VI Director Charles Chapman, County Administrator, Hendry County

Others in attendance:

Dr. Robert E. Lee, Executive Director, CFLGE  
Beth Rawlins, Corporate Liaison, Beth Rawlins, Inc.  
Rob Duncan, Infrastructure Funding Executive, ABM  
Jonathan Tardif, Student Member  
Oel Wingo, Senior Advisor Coordinator  
Casey Cook, Executive Director  
Carol Russell, Executive Assistant  
Linda Bridges, FLC Director of Association Services

The first item of business was consideration of the consent agenda. In regards to the doctoral student survey, it was suggested the student be asked to publish her findings. Accordingly,

**A motion was made by Ms. LaVerriere and seconded by Mr. Clark to approve the items on the Consent Agenda. The motion was made to approve the minutes from August 15, 2018, approval of the 2019 Nominating Committee, waiver of dues for MITs for FY 2019, the agreement with RB**

**Oppenheim for website hosting and approval of a doctoral student survey. The motion passed without opposition.**

The end-of-the-year financial statements will be sent when they are available. Accordingly,

**A motion was made by Mr. Hanson and seconded by Mr. Clark to defer the financial statements until the next meeting. The motion passed without opposition.**

The investment report was included in the agenda book for the Board's review.

The next item of business was a report on plan support.

The next item of business was a report on the meeting with Marc Ott, ICMA Executive Director regarding the ICMA board seats.

The next item of business was an update on the mandatory ethics training requirement.

The next item of business was a report on the fund for professional management.

The next item of business was a budget amendment. Accordingly,

**A motion was made by Ms. LaVerriere and seconded by Mr. Hanson to approve moving \$5,000 from the Winter Institute speaker budget to gifts/donations increasing that line item by \$5,000. The motion passed without opposition.**

The next item of business was a report on disaster assistance for those communities affected by Hurricane Michael. Following discussion,

**A motion was made by Mr. Campbell and seconded by Ms. LaVerriere to authorize the Executive Director to approve a month-to-month contract (up to \$20,000 total) up to four months as a need for assistance remains. The motion was amended to include amending the budget by \$20,000 and adding a line item in this amount. The motion passed with 14 votes in favor and one against. Mr. Sherrouse voted no.**

The next item of business was approval of a site selection for the 2020 Winter Institute. Accordingly,

**A motion was made by Mr. Clark and seconded by Mr. Sherrouse to approve the site for the 2020 Winter Institute in Daytona Beach. The motion passed without opposition.**

The next item of business was the Senior Advisor reports which were included in the agenda book. Accordingly,

**A motion was made by Mr. Hanson and seconded by Mr. Clark to approve the senior advisor reports. The motion passed without opposition.**

The next item of business was a report by the Alliance for Innovation which was included in the agenda book.

The next item of business was a report by Beth Rawlins, Inc. Ms. Rawlins reported she has finalized the case study applications for the annual conference and they have been sent to prospective businesses. She will bring corporate session recommendations to the February Board meeting.

The next item of business was a report by the Center for Florida Local Government Excellence which was included in the agenda book. Mr. Lee thanked the Board for their service and reported the Center website is offline and will be back online soon.

The next item of business was an update by Business Watch.

ICMA did not submit a report.

The next item of business was a report by the Communications Committee which was included in the agenda book.

The next item of business was a report by the Conference Planning Committee which was included in the agenda book. Ms. Lewis reported there will be a breakfast on Thursday for members who have served on committees. The student summit will be held on Thursday.

The next item of business was a report of the Fiscal and Administrative Policy Committee which was included in the agenda book. Mr. Clark reported the Investment Committee is working on a draft investment policy. The committee is also reviewing redistricting. Mr. Duncan gave a review of the maps included in the agenda book. He advised the committee has discussed why the association may need to redistrict which include:

- So members are evenly distributed in districts

- So members in the district are from similar-sized local governments, have similar issues and interests, and opportunities.

The Board asked the committee to include a question on redistricting in the Member Satisfaction Survey which will be sent to the membership in January. The Board suggested the committee look at where trainings should be held in the districts to accommodate attendance, rather than changing the current districts.

The Committee is reviewing the policies and the District Election Process. It presented the Planning Policy and the District Election Process to the Board for consideration. Following discussion,

**A motion was made by Ms. Sherman and seconded by Mr. Beedie to approve the revised planning policy. The motion passed without opposition.**

Further,

**A motion was made by Ms. Sherman and seconded by Mr. Sherrouse to approve the district director election process. The motion passed without opposition.**

The next item of business was a report by the Membership Committee which was included in the agenda book. Ms. Sherman reported the committee will finalize the member satisfaction survey questions in December and the survey will be sent to the membership in January. She also reported UCF is holding a district networking event and invited FCCMA members. This is the first time a networking event has been held in District III. She reported the committee updated the member profile questions for highlight in the newsletter, to include all members regardless of the position they hold or where they are in their career. She asked the Board members, who had not yet been featured in the newsletter, to complete the questions.

The next item of business was a report by the Professional Development Committee which was included in the agenda book. The Board Liaison presented an awards policy for the Board's consideration. Accordingly,

**A motion was made by Mr. Hanson and seconded by Mr. Sherrouse to approve the revised awards policy. The motion passed without opposition.**

The next item of business was a report by the Professional Management Matters Committee which was included in the agenda book. Ms. LaVerriere reported the committee is reviewing options on what to include in the PMM study.

The next item of business was a report by the Winter Institute Planning Committee which was included in the agenda book.

The next item of business was a report from District III Director Sherman which was included in the agenda book. Ms. Sherman invited the Board to come to the networking event in District III.

The next item of business was a report by District VII Director Campbell which was included in the agenda book. He reported Steve Spina will replace Mike Staffopoulos on the district's canvassing committee.

The next item of business was a report by District VIII Director Sherrouse.

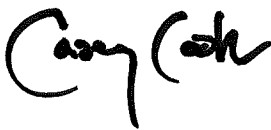
Under the last item of business, the board was advised that Sarah Hannah-Spurlock, Nighttime Economy Manager, Fort Lauderdale, has asked FCCMA to consider holding a Women in Government event. Ms. Lewis will work with Ms. Hannah-Spurlock on developing this event.

President Cernech thanked the Board for their service. Further,

**A motion was made by Mr. Hanson and seconded by Mr. Clark to adjourn the meeting. The motion passed without opposition.**

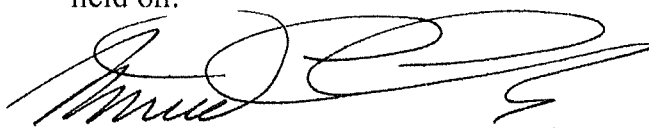
There being no further business, the meeting adjourned at 11:57 a.m.

Respectfully submitted:



Casey Cook  
Executive Director

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



Signature-Presiding Officer