

**FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION  
BOARD OF DIRECTORS  
MINUTES FROM SEPTEMBER 13, 2019 MEETING**

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

President Shannon Lewis, City Manager, Melbourne  
President-Elect Micah Maxwell, Assistant City Manager, Clearwater  
Secretary/Treasurer Horace McHugh, Deputy City Manager, Coral Springs  
District II Director Mike Grebosz, Assistant City Manager, DeLand  
District III Director Suzanne Sherman, Deputy City Manager, Palm Bay  
District IV Director Lori LaVerriere, City Manager, Boynton Beach  
District V Director William "Mac" Serda, Town Manager, Hillsboro Beach  
District VI Director Charles Chapman, City Manager, Naples  
District VII Director Matthew Spoor, City Manager, Safety Harbor  
Director At-Large Daniel P. Clark, Town Administrator, Lake Clarke Shores  
Director At-Large Michael McNees, City Manager, Marco Island

Members Absent:

Past President Michael Cernech, City Manager, Tamarac  
District I Director Michael Beedie, City Manager, Fort Walton Beach  
District VIII Director Shawn Sherrouse, Deputy City Manager, Lakeland  
Director At-Large Brad Johnson, Assistant County Administrator, Sarasota County

Others in attendance:

Dr. Robert E. Lee, Executive Director, CFLGE  
Beth Rawlins, Corporate Liaison, Beth Rawlins, Inc.  
Ken Parker, Senior Advisor Coordinator  
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. Clark and seconded by Mr. Maxwell to approve the items on the Consent Agenda including the minutes from May 29, 2019, minutes from June 1, 2019, agreement with Beth Rawlins, Inc., agreement with Business Watch and the memorandum of understanding with the Florida Institute of Government. The motion passed without opposition.**

The third-quarter financial statements were included in the agenda book for the Board's review. Mr. Cook reported once we receive the end-of-the-year FY 2019 statements, the Investment Committee would meet.

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

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

The next item of business was a report on live streaming/recording onsite training sessions.

The next item of business was approval of the Fiscal Year 2019 – 2020 budget.

**A motion was made by Mr. Clark and seconded by Ms. LaVerriere to approve the FY 2019 – 2020 budget as prepared and presented. The motion passed without opposition.**

The next item of business was approval of Jim Hanson and Pam Brangaccio as new senior advisors. Accordingly,

**A motion was made by Mr. Grebosz and seconded by Mr. McHugh to recommend to the ICMA Executive Director approval of Jim Hanson and Pam Brangaccio as Senior Advisors to serve a one-year term. The motion passed without opposition.**

**A motion was made by Ms. LaVerriere and seconded by Ms. Sherman to approve Mr. Edwin Eddy's request for a leave-of-absence until his position of interim town manager is complete. The motion passed without opposition.**

The next item of business was the Senior Advisor reports. Mr. Parker reported the senior advisors would be recommending a change to the senior advisor policy regarding manager recruitments. Accordingly,

**A motion was made by Mr. Maxwell and seconded by Mr. Spoor to approve the Senior Advisor reports. The motion passed without opposition.**

The Alliance for Innovation did not submit a report.

The next item of business was a report by Beth Rawlins, Inc. Ms. Rawlins advised fundraising is complete for this year. She advised the Board there would be a charter amendment on the November ballot for the Town of Montverde to change to council-manager form of government.

The next item of business was a report by Business Watch. Ms. Rawlins thanked the Board for its partnership with Business Watch and reported the membership of Business Watch has grown over the past year. She explained the purpose of Business Watch for the benefit of the new board members.

The next item of business was a report by the Center for Florida Local Government Excellence. Dr. Lee also reported the format of the webinars would change in October. The Center will now use GoToWebinar, which will allow for more participants and sending certificates to participants who need documentation for credentialing.

ICMA did not submit a report.

The next item of business was a report by the Awards and Scholarships Committee.

The next item of business was a report by the Communications Committee.

The next item of business was a report by the Conference Planning Committee. Mr. Maxwell reported the committee is working on conference sessions and keynote speakers.

The next item of business was a report of the Fiscal and Administrative Policy Committee.

The next item of business was a report by the Membership Committee. President Lewis asked the District Directors to consider holding networking events and to reach out to new members.

The next item of business was a report by the Professional Development Committee.

The next item of business was a report by the Professional Management Matters Committee.

The next item of business was a report by the Winter Institute Planning Committee. Mr. Clark reported the Committee has identified a facilitator and is looking for a futurist keynote speaker.

Under the last item of business, Mr. Cook reported FCCMA is now sending out a Friday email highlighting the events and training instead of sending individual emails on the various trainings. He also encouraged the Board to attend one of the four Cyber Florida Cybersecurity regional trainings.

He gave a report on the Past Presidents' Legacy Council which met at the FCCMA Annual Conference. Each past president will be paired with a student prior to the 2020

Annual Conference to provide the student an onsite mentor and better visibility at the conference. The Council is also working on interviewing and collecting stories from past presidents for FCCMA's permanent records.

Secretary-Treasurer McHugh reported FCCMA held a conference call with the Georgia City and County Management Association to provide them with information on FCCMA's policies and procedures.

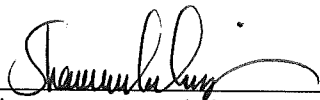
There being no further business, the meeting adjourned at 10:35 a.m.

Respectfully submitted:



Casey Cook  
Executive Director

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

  
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Signature-Presiding Officer