



**Amended Minutes for the
Florida Engineers Management Corporation
Board of Directors Conference Call
Wednesday, May 18, 2016**

A. Call to Order

Ms. LaRocque called the meeting to order. Ms. Raybon called roll.

B. Roll Call, Determination of Quorum, and Address Absences

Board Members Present:

Shannon LaRocque, P.E, Chair

Donald Goddeau, P.E., Vice Chair

Jeff Arey, P.E.

Kimberlee DeBosier, P.E.

Steve Kowkabany, P.E.

Barney T. Bishop, III, Public Member

John Stewart, Public Member

Staff Present:

Zana Raybon, FEMC President, FBPE Executive Director

John Rimes, FEMC Vice President

Michele Morris, FEMC Treasurer/Secretary, FBPE Controller

Rebecca Sammons, FBPE Assistant Executive Director

C. Introduction of guests or visitors

Patrick Cunningham, DBPR Deputy General Counsel, FEMC Contract Monitor

D. Approval of the Agenda

Upon motion by Ms. DeBosier, seconded by Mr. Bishop, the agenda was approved.

E. Chair's Report

F. President's Report

#1. Request for approval to sponsor FES Student Summit at FES Conference (cost of \$2,000)

Ms. Raybon discussed the FES Conference and FEMC's prior sponsorship of the student breakfast. FES has developed a different agenda this year with regard to the students and there will be a Student Summit rather than a breakfast. Ms. Raybon requested approval to sponsor the lunch at the summit, which would be a cost of \$2,000.

Discussion followed.

Upon motion by Mr. Arey, seconded by Ms. DeBosier, for FEMC to sponsor the FES Student Summit, the motion passed.

#2. Discussion on Restated/Amended Contract between DBPR and FEMC

Ms. Raybon discussed the restated/amended contract between DBPR and FEMC and that all the issues have been resolved.

Discussion followed on the budget amendment process. Ms. Raybon reported she had received an email from the DBPR Contract Monitor stating that FEMC could move monies from one sub-line to another sub-line within a budget category without having to do a budget amendment. In this instance, FEMC would need to inform the contract monitor of the change but no amendment is necessary. If monies need to be moved between different budget categories, then a budget amendment would need to be done.

The board asked that staff and the contract monitor to develop language for a memorandum of understanding (MOU) regarding the budget amendment process that considers Mr. Goddeau's proposed wording on the issue for the board's approval.

Upon motion by Mr. Arey, seconded by Mr. Kowkabany, to approve the amended/restated contract as presented, the motion passed.

G. Vice President's Report

H. Secretary/Treasurer's Report

#1. Budget Transfers (provided for informational purposes)

Ms. Morris reported on the budget transfers.

Discussion followed.

Mr. Goddeau requested that the issue of budget transfers be discussed in more detail at a later date.

- I. Unfinished Business
- J. Old Business
- K. New Business
- L. Community Involvement
- M. Announcements
- N. Adjourn

Upon motion by Mr. Arey, seconded by Mr. Kowkabany, the meeting was adjourned.