



**Minutes for the
Florida Engineers Management Corporation
Board of Directors Meeting
Wednesday, October 11, 2017
Beginning at 10 a.m. or soon thereafter
Crowne Plaza Orlando Universal
Orlando, Florida**

A. Call to Order and Pledge of Allegiance to the Flag

Chairman Goddeau called the meeting to order. Ms. Raybon called roll.

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

Board Members Present:

Donald Goddeau, P.E., Chair (participated by phone)
Steve Kowkabany, P.E., Vice Chair (participated by phone)
Jeff Arey, P.E.
Kimberlee DeBosier, P.E.
Shannon LaRocque, P.E (participated by phone)
John Stewart, Public Member (participated by phone)

Staff Present:

Zana Raybon, FEMC President, FBPE Executive Director
John Rimes, FEMC Vice President
Michele Morris, FEMC Treasurer FBPE Controller (participated by phone)
Rebecca Sammons, FEMC Secretary, FBPE Assistant Executive Director

Board Members Absent:

Barney Bishop, Public Member

Upon motion by Mr. Arey, seconded by Mr. Kowkabany, to excuse the absence of Mr. Bishop, the motion passed.

C. Introduction of guests or visitors

Anthony Fiorillo, P.E., S.I., FBPE Chair
Kevin Fleming, P.E., FBPE Vice-Chair
Rick Morrison, FEMC Contract Monitor

D. Approval of the Agenda

Upon motion by Mr. Arey, seconded by Ms. DeBosier, to approve the agenda, the motion passed.

E. Approval of the Consent Agenda

Mr. Goddeau would like to remove the Turnover Report from the consent agenda.

Upon motion by Mr. Arey, seconded by Ms. DeBosier, to approve the consent agenda as amended, the motion passed.

#1. Minutes of the FEMC Board Meeting held on June 21, 2017

Approved under consent agenda.

#2. Minutes of the FEMC Board Conference Call held on August 29, 2017
(Exhibit E#2)

Approved under consent agenda.

#3. 2016-2017 FEMC Annual Report

Approved under consent agenda.

#4. Turnover Schedule & Independent Contractor Listing

Mr. Goddeau inquired why Mr. Johnson was only employed with FEMC for one month. Ms. Raybon stated he was offered another position paying sustainably more than FEMC could pay him. Discussion followed on FEMC's pay ranges.

#5. Non-Compliance Report

Approved under consent agenda.

#6. Open Case Report

Approved under consent agenda.

#7. Profile of legal cases by year

- a) Cases open for 1 year plus

Approved under consent agenda.

- b) Total open cases by year

Approved under consent agenda.

#8. Variable Income Statement as of September 30, 2017

Approved under consent agenda.

#9. Comparative Income Statement as of September 30, 2017

Approved under consent agenda.

F. Chair's Report

G. President's Report

#1. Approval of new FEMC Logo

Ms. Raybon discussed the current FEMC logo and the proposed new logos for FEMC.

Discussion followed on the proposed logos.

Upon motion by Ms. DeBosier, seconded by Mr. Arey, to approve version F of the proposed logos, the motion passed.

#2. Request for Approval to continuing using current auditors for another 5 years

Ms. Raybon stated that it was time to renew our contract with our auditors and to do so we would need to sign an engagement letter. Ms. Raybon stated that to date we have had two 3-year contracts with our current auditors and we would like to keep our current auditors for another three to five years. Discussion followed on this.

Upon motion by Ms. DeBosier, seconded by Mr. Arey, to authorize the President to enter into a 3-year engagement agreement with Law, Redd, Crona and Munroe, the motion passed.

#3. FEMC Observers for FBPE Meetings in 2018

Ms. Raybon stated that we need volunteers to observe the FBPE meetings in 2018. The board members volunteered for the following months:

Jan./Feb.: Mr. Arey
April: Mr. Goddeau
June: Mr. Kowkabany
August: Ms. DeBosier
October: Ms. LaRocque
December: Mr. Stewart

#4. 2018 FBPE/FEMC Meeting Calendar

Ms. Raybon stated that the dates for the board meetings have been set and if there are any issues to please let Ms. Sammons know as soon as possible.

#5. FEMC Observers for FBPE Meetings in 2017

Provided for informational purposes.

#6. 2017 FBPE/FEMC Meeting Calendar

Provided for informational purposes.

H. Vice President's Report

I. Treasurer's Report

#1. Year End Budget with budget transfer requests

Ms. Morris discussed the report as provided.

J. Unfinished Business

Mr. Goddeau stated he had two items he would like to bring up and have on the agenda for the December board meeting: 1) he would like Ms. Raybon to finalize her goals and objectives for her review and bring them to the December board meeting the Board's review; and 2) he would like to address the budget amendments for the contract.

K. Old Business

L. New Business

#1. Report on 2017 NCEES Annual Meeting by FBPE Vice Chairman Fleming

Mr. Fleming reported on the 2017 NCEES Annual Meeting.

M. Update from DBPR/FEMC Contract Monitor

There was a discussion on the possibility of doing a joint ad campaign with FES about unlicensed engineers. Staff was asked to look into the possibility of this.

N. Community Involvement

O. Announcements

P. Adjourn

Upon motion by Mr. Arey, seconded by Ms. DeBosier, to adjourn, the motion passed.

**Next Regular Board Meeting: December 6, 2017 at 1pm
Holiday Inn, Tallahassee, FL**