

**Board of Directors Meeting Minutes**  
**Tuesday, June 26, 2018**  
**Rosen Shingle Creek, Orlando**

APPROVED

09/29/18

**Call to Order:** 2:20 PM

**Roll Call:**

Pete Prior, CPPT, Chairperson  
Dwight Mattingly, CPPT, Vice-Chairperson  
Ann Thompson, CPPT, Secretary  
Steve Aspinall, CPPT, Treasurer  
George Farrell, CPPT – Absent  
Christopher Spencer, CPPT, Director  
Tim Olsen, CPPT, Director  
Ken Harrison, CPPT, Director  
Warren West, CPPT, Director  
Kim Prior, CPPT, Chief Executive Officer  
MJ Chwalik, CPPT, Chief Operating Officer  
Ron Cohen, CPPT, Attorney  
Brent Chudachek, CPPT, Attorney  
Sean McKinstry, Director of Research

**Others Present:**

Warren West, CPPT , Avon Park Firefighters Pension Fund  
Angela Budde, Key West General Pension Board

**Seating of Directors**

Mr. Olsen motions to approve the elected directors Warren West, Steve Aspinall, and Dwight Mattingly. Ms. Thompson seconded the motion. Motion passed unanimously.

**Election of Officers**

Mr. Olsen nominated Mr. Prior for Chairperson. Ms. Thompson seconded the nomination. Mr. Prior was seated at the Chairman of the Board of Directors.

Ms. Thompson nominated Mr. Olsen for Vice Chair-person. Mr. Aspinall seconded the nomination. Mr. Spencer nominated Mr. Mattingly for Vice-Chairperson. Vote among the directors for the position of Vice-Chairperson resulted in four votes for Mr. Olsen and three votes for Mr. Mattingly. Mr. Olsen seated as Vice-Chairperson.

Mr. Prior nominated Ms. Thompson for Secretary. Mr. Olsen seconded the motion. Ms. Thompson seated as the secretary of the board of directors.

Mr. Olsen nominated Mr. Aspinall for Treasurer.

**Motion:**

Ms. Thompson motioned to seat the officers. Mr. Spencer seconded the motion. Passed unanimously.

**Committee Appointments**

**Audit committee:** Currently seated by Mr. Aspinall, Mr. Prior, Ms. Thompson. Mr. Mattingly volunteers to also sit on the Audit Committee. No other changes.

Mr. Spencer clarifies that the Audit Committee reports to the board of directors. Ms. Thompson confirms.

**By laws Committee:** Currently seated by Mr. Olsen, Mr. Mattingly, Mr. Spencer, Mr. Harrison and Mr. Aspinall. No changes.

**Golf Committee:** Currently seated by Ms. Byrne, Ms. Hamilton, Mr. Bos and Mr. Aspinall.

Mr. Mattingly asked if the golf committee is a board of directors committee and whether the board ought to be seating members in it. Mr. Cohen clarified that the golf committee is an administrative committee that works at the direction of the CEO. Further discussion clarifying the difference between administrative and board committees. Mr. Prior explained that because the committee consists of a director, the board can choose which director represents them on the committee. No change the golf committee -- Mr. Aspinall remains the director on the committee.

**Election Committee:** Mr. Harrison and Ms. Lipton currently sit on the election committee. Mr. Prior suggested that a director be added because Ms. Lipton does not attend FPPTA functions regularly anymore. Mr. West and Mr. Olsen volunteer to be added to the committee.

**Executive Oversight Committee:** Mr. Farrell was on the committee and needs to be replaced. Ms. Thompson also stepped down from the committee. Mr. West and Mr. Olsen volunteer to sit on the committee.

**Relief Fund Committee:** Mr. Farrell was on the Relief Fund committee and needs to be replaced. Mr. Aspinall currently sits on the Relief Fund Committee. Ms. Thompson volunteers to sit on the Relief Fund committee.

**Scholarship Committee:** Mr. Prior reported that the committee met at the board's instruction and will select a sub-committee to review applications to the scholarship. Scholarship to consist of \$500 per year for a recipient. Hoping to have the first recipient at the next Annual Conference to receive the scholarship. Mr. Prior reported that the scholarship will be merit based. Applications are open to Fire, General, Police to be used for fire academy, police academy, vocational schools or academia. Criteria will be completed before October for board approval. The committee met with Mr. Bos and Mr. Bell and they agreed that the golf tournament will set aside seed money for scholarship. There still remains research to be done regarding any legal filing regarding 501(c)(3) status. Raymond T Edmondson scholarship.

Mr. Prior reiterates that the scholarship committee consists of Ms. Thompson, Mr. Prior, Mr. Spencer, Mr. Aspinall, and Mr. Harrison with Mr. Bos and Mr. Bell assisting in advisor roles without voting privileges.

**Motion:**

Ms. Thompson motioned to approve committee appointments. Mr. Olsen seconded the motion. Mr. Mattingly wanted to confirm with the attorney that he is okay with the board voting to approve an ad hoc scholarship committee. Mr. Cohen said it was okay and the committee will become a standing board committee but will require a by-law change prior to that. Motion to approve the committee appointments passed unanimously.

**Old Business**

None.

**New Business**

Mr. Harrison reported on the election: 156 boards attended, 120 boards picked up ballots and 114 ballots were turned in. Mr. Harrison reported that there were two people showed up after voting had closed to hand in ballots -- those ballots were rejected. Mr. Harrison added that the votes would not have changed the election results. Mr. Harrison reported that roughly 61% of the membership was in attendance and that 47% of the membership participated in voting in the election. Mr. Harrison asked for approval to turn over the ballots to the Secretary.

**Motion:**

Mr. Mattingly motioned to accept the election results and authorize Mr. Harrison to turn the ballots over to the Secretary for appropriate action. Mr. Aspinall seconded the motion. Motion passed unanimously.

Mr. Olsen asked if there would be a special award presented to Mr. Farrell for his 19 years of service to the board of directors.

**Motion:**

Mr. Olsen motioned to give Mr. Farrell a token of appreciation for his 19 years of service on the board of directors. Ms. Thompson seconded the motion. Board discussed a number of ideas: A watch, a plaque, a clock, a gift certificate or some other memento with some meaning or significance. Board gives direction to the CEO to research and purchase a token of appreciation for Mr. Farrell's years of service. Motion passed unanimously.

No other new business. Mr. Prior asked if the observing member, Ms. Budde, had any comments or thoughts she would like to bring to the board's attention. Ms. Budde thanked the board to accommodating her.

Mr. Mattingly thanked Ms. Budde for attending the board meeting as an observing member and expressed his appreciation for her interest. Mr. Harrison echoed Mr. Mattingly's sentiment and encouraged Ms. Budde to encourage others to attend future meetings.

Ms. Thompson motioned to adjourn. Mr. Aspinall seconded the motion. Motion passed unanimously.

***Meeting adjourned at 3:03PM.***

Respectfully submitted,

FPPTA Staff