

## **General Membership Meeting Minutes**

APPROVED 09/29/18

**Date:** June 26, 2018  
**Location:** Rosen Shingle Creek, Orlando, FL  
**Quorum:** Verified by Ms. Thompson

### **Roll call:**

Pete Prior, CPPT  
Dwight Mattingly, CPPT  
Chris Spencer, CPPT  
Tim Olsen, CPPT  
Ann Thompson, CPPT  
Steve Aspinall, CPPT  
Warren West, CPPT  
Peter Hapgood, CPPT  
Kim Prior, CPPT, CEO  
Ron Cohen, Attorney  
Ken Harrison, Director Emeritus  
Heike Strickland, Auditor

## **Officer Reports:**

### **Chairperson, Pete Prior, CPPT**

Mr. Prior reported on the progress of the Raymond T. Edmondson Scholarship. First recipient of the scholarship will be presented at the June conference in 2019. The Scholarship Committee will meet between the June Conference and the Fall Trustee School. Applications will be accepted for police, fire, vocational or academia. Mr. Prior reported that the committee will offer recommendations to board of directors in at the Fall Board of Director's meeting and approve or amend those recommendations. The Board had approved \$1,000 of seed money for the scholarship fund to be made with funds from the FPPTA's Golf Tournament.

### **Vice chairperson, Tim Olsen**

Nothing to report.

### **Secretary, Ann Thompson, CPPT**

Ms. Thompson reported that insurance is current and all filings have been done with state.

Ms. Thompson reported that the Voice Magazine will use the conference theme "It's Déjà vu All Over Again." She has received a number of article commitments and plans to distribute this year's edition will be just prior to the Fall Trustee School.

### **Treasurer, Steve Aspinall, CPPT**

Mr. Aspinall reported the bank accounts as the following

Bank Balances Relief Fund:	\$ 27,349.21
Money Market:	\$154,208.16
Operating Account:	\$387,378.45
Total:	\$568,935.82

Mr. Aspinall reported that amounts do not include costs for the June Conference.

#### **CEO, Kim Prior, CPPT**

Ms. Prior reported that there were 689 registered attendees at the June conference and another 30 onsite registrations. 254 guests including kids were also registered for the conference with more onsite registrations. Ms. Prior also reviewed the CPPT program numbers since the last trustee school.

Ms. Prior reported there were 65 exhibit booths in the Expo hall which is ten more than last year. Ms. Prior said she visited with many booths and received some good feedback about the Sunday night wine and cheese reception.

Mr. Prior reported that the website is currently in transition. She acknowledged some issues with registration, though many were able to register without a problem. Ms. Prior also reported that because many trustees do not have a unique email address for their member profile, roughly 30% of trustees are not getting important information. The month of July will be used to reach out to administrators to update these email addresses. Ms. Prior reported communications efforts on social media, FPPTA videos and infographics all continue to go well. Ms. Prior received many compliments about the Communicating with the City Commissioners sessions on Monday and would consider including that session at the upcoming trustee schools. She also reported that the Public Pension Institute website has been completely renovated and will be launching soon to the membership.

Ms. Prior reported that sponsorship was going well, but asked members to encourage their service providers to be FPPTA members and sponsor FPPTA events. There are many sponsorship levels so every size firm has a chance to get their name out to the membership.

Mr. Prior congratulated Warren West, Dwight Mattingly and Steve Aspinall on their election or reelection to the board of directors.

## **Professional Reports**

#### **Attorney - Ron Cohen, CPPT**

Mr. Cohen reported that the Chairman of the Board and the FPPTA CEO were married last year. The board has adopted a Conflict of Interest Policy for all Directors. The policy codified that any vote concerning CEO's benefit would require the chairman to recuse him/herself from that vote. Mr Cohen said they followed the state law for guidance to craft the FPPTA's own policy, but the policy adopted is not as complex as state law.

### **Accountant - Allison Harrell**

Mr. Prior reported that the accountant was stuck in traffic and could not be present. That report will be posted on the website. Ms. Prior reported that the new accounting firm is Thomas Howell & Ferguson. The Directors and Audit Committee asked CEO to go out for a new accounting and audit firm over the last year.

### **Auditor – Heika Strickland, Carroll & Company, CPA**

Ms. Strickland reported that this was the first year her firm conducted the Audit of the FPPTA. The audit was being finished up and adheres to the highest level of standards. Ms. Strickland thanked Ms. Prior and staff for their help throughout the audit. The firm issued an unqualified opinion on the financial statements, the highest level of assurance they can render. She reported that the Directors and Audit Committee reviewed the conclusions of the audit and both approved the conclusions. The Audit Report will be finalized and posted to the website.

## **Committee Reports**

### **Audit Committee – Steve Aspinall, CPPT**

Mr. Aspinall reported that they hired a new auditor. The committee reviewed the Audit Report and reported to the Board of Directors the findings. Mr. Aspinall reported no issues currently under Audit Report.

### **Bylaws – Tim Olsen, CPPT**

Mr. Olsen reported the bylaws are up to date.

### **Golf Committee – Steve Aspinall, CPPT**

Mr. Aspinall reported that there were 100 players and 18 sponsors at this year's tournament. A portion of the proceeds will go into the FPPTA Relief Fund. Mr. Aspinall thanked everyone who played. Encouraged everyone to thank the sponsors.

### **Education Committee – Peter Hapgood, CPPT**

Mr. Hapgood thanked the membership for attending the conference. Mr. Hapgood extended thanks to the Audio/Visual team and spoke to the many challenges they face in putting together a program like this.

Mr. Hapgood reported that over the last four years under the leadership of Ms. Prior the program has tried to incorporate our consultants and staff into the program more to share their talents and knowledge. Mr. Hapgood extended thanks to all of the staff and consultants who work hard to put the program together.

Mr. Hapgood reported that he is currently working on the Fall Trustee School. He welcomes and encourages any and all suggestions and/or comments.

### **Election Committee - Ken Harrison**

Mr. Harrison reported 156 boards attended the conference, 120 boards picked up ballots and 114 ballots were turned in. There were seven candidates on the ballot. One candidate withdrew their nomination. Warren West, Dwight Mattingly, and Steve Aspinall were the winning candidates. Mr. Harrison reported that roughly 61% of the membership was in attendance and that 47% of the membership participated in voting in the election.

**Exhibitor Hall Committee** – Mr. Harrison reported that the expo hall went well. The more activity the associates see in the expo hall, the more will be willing to participate.

### **Executive Oversight Committee**

No report.

### **Relief Fund Committee – Steve Aspinall, CPPT**

Mr. Aspinall reported that the committee meets at every school and conference and communicate by email if necessary.

**Question from a member:** Does the FPPTA provide figures on the pay out from any applications in the wake of Hurricane Irma? Mr. Aspinall did not have the total on hand. He reported that someone can apply for a \$500 payment, and can reapply a second or third time. Ms. Prior reported that the fund has paid out several thousand dollars over last couple years and \$3,000-\$4,000 over the past year. Ms. Prior asked the membership to spread the word about the Relief Fund or reach out if they or someone they know could be eligible for relief.

**Question from a member:** How does the FPPTA promote the relief fund and how can someone request/apply for relief. Also, suggests providing a report regarding how much was paid out. Ms. Prior is receptive to the suggestion. She answered that the fund is promoted through emails to membership, the FPPTA e-newsletter, Voice Magazine and the FPPTA website.

Mr. Aspinall also adds that he was previously asked if whether receiving relief from the fund was in accordance with ethics laws that limit a trustee to receiving \$100 or less value. Mr. Aspinall clarified with the Ethics Commission and received a reply that because the FPPTA is a vendor it is not a violation of the ethics rules.

### **Old business:**

None.

### **New Business:**

None.

**Input from Members:**

Member asked about resolution concerning an AXA sponsorship in 2016 that was never paid. Mr. Cohen answered that the FPPTA did negotiate with them. They wanted a full release and to include a non-disclosure. The FPPTA could not agree to the non-disclosure. The firm is no longer a member, there was no resolution. AXA has been expelled from the association.

Mr. Mattingly thanked the membership for his reelection. He emphasized that this general membership meeting is your meeting to give input to the board and address concerns. Mr. Mattingly also commented that legislative education is part of what the FPPTA does. The legislative sessions at the conference mentioned an initiative on the November ballot that, if it passes, will cause cities to lose significant revenue. Mr. Mattingly encouraged the membership to stay involved after they leave the conference and follow through with that education it receives at FPPTA functions.

Mr. Aspinall and Mr. West also extend their gratitude to the membership for their reelection.

Mr. Aspinall motioned to adjourn. Mr. Olsen seconded the motion. Motion passed.

**Meeting adjourned at 4:45pm.**

***Submitted by FPPTA staff.***