



**APWA – Florida Chapter – West Coast Branch  
 Executive Committee Meeting Minutes  
 October 13, 2010  
 Tony's Ybor Restaurant, Tampa, Florida**

\* = Officer  
 \*\* = Director

Members Present:

Linda Adejumo* - Chairperson	Chris Evers**
Sala Garbaj* - Treasurer	Barry Miller
Chas Jordan* - Secretary	Carolyn Steves
Muhammad Abdur-Rahim* - District Rep	Ernie Nelson
Bob Nowak* - Past Chairperson	E.D. Burkett
Keith Causey**	Brandi Allegood
Frank Bell**	Henry Fain
Larry Cox**	Troy Tinch
Rudy Garcia**	Joshua Falcon

1. **Call To Order** – Chairperson Adejumo called the meeting to order at 10:32 AM. Introductions were held with one guest:
  - Troy Tinch, Stormwater Program Coordinator, City of Largo
2. **Roll Call** – Five (5) Officers Present, Five (5) Directors Present, Seven (7) Members Present, and One (1) Visitors Present, Quorum Established.
3. **Acceptance of September 9, 2010 Minutes** – Motion was made by Chas Jordan for acceptance. Seconded by Muhammad Abdur-Rahim. There was no discussion. The Motion passed Unanimously.
4. **Officers Reports**
  - a) Chairperson (Linda Adejumo)–
    - Barry O'Brien has resigned as Vice Chairman of the Branch. The branch now needs to hold a special election or an automatic advancement of Chas Jordan to the position.
    - The board expressed they would prefer maintaining the current officer advancement line and approved the appointment by Chairman Adejumo of Chas Jordan to the position of Vice Chairman. This action was unanimous.
    - Then requested any volunteers for the position of Secretary.

- Chris Evers then recommended Brandi Allegood for the position of Secretary to the board.
  - Chris Evers nominated Brandi Allegood formally for the position of Secretary which was seconded by Chas Jordan. A roll-call vote was taken (see attached) and the motion carried 7-0.
- b) Vice Chairperson (Vacant) -
- No Report. (Not Present)
- c) Treasurer (Sala Garbaj) -
- Treasurer's Report occurred later in meeting (see below).
- d) Secretary (Chas Jordan) -
- Once again asked for volunteers for the Future Cities program.
  - Requested that if anyone was not receiving the E-Newsletter that they let him know to be included on the email list.
- e) District VI Representative (Muhammed Abdur-Rahim) -
- Reported on the last Chapter meeting last month.
  - The Branch needs to discuss membership issues (Hillsborough County membership group, and Pinellas County group)
    - Barry Miller said he would follow up with the Hillsborough County Director for a new group membership. This would be done with B. Nowak and M. Abdur-Rahim as the Membership Committee.
  - Vendor Appreciation Day:
    - Contacted Corporate Events about the event, but Chapter stated this needed to be handled by the Branch.
    - Contacted the Sirata and found that it would be about \$25/person for lunch.
    - Thinks the Branch should reschedule and look at a different concept due to finances and lack of support from the chapter.
    - Will look at having a Barbeque in EG Simmons or Fort De Soto Park in December. Bob Nowak to assist in this.
  - Inquired on how many would be attending the quarterly Chapter meeting – Six (6).

At this time, Chairperson Adejumo requested a break so the board could hear from Mr. Josh Falcom who was from Edward Jones to discuss financial planning for the ED Burkett Scholarship Fund money. He presented information on investing in conservative solid bonds such as government backed bonds. He said if necessary he will look into establishing a trust that could not be raided by other parts of the APWA organization and would provide information to Linda for further discussion.

- f) Immediate Past Chairperson (Robert Nowak) -
- Currently three (3) vacant at-large director spots open. Requested Recommendations for review by the Nominating Committee to recommend to the Executive Committee for filling those terms:
    - Randy Shane
    - Perry Lopez
    - Henry Fain

## 5. Special Committee Reports:

- a) Awards (Chas Jordan)-
  - Awards Packet was sent out, please start thinking of awardees now.
  - Need information on the recognition items for Public works Academy instructors.
- b) Association Alliance (Chris Evers)-
  - Beth Rawlins from FCCMA is set to come to the Chapter meeting to discuss TABOR.
  - Will draft a legislative alert to send on regarding Amendment 4.
- c) Audit (Frank Bell)-
  - Getting set to do at the end of this calendar year.
- d) Branch Annual Banquet (Vacant)-
  - Chas Jordan will take over the planning of this event as the new Vice Chairman. Brandi, Frank, Larry, Bob, and Linda volunteered to assist.
- e) Bylaws (E.D. Burkett)-
  - No Report.
- f) Golf Scramble (Larry Cox)-
  - February 12<sup>th</sup> at 8:30 AM Set for the Date.
- g) Historical (Henry Fain)-
  - No Report.
- h) Membership (Bob Nowak)-
  - Just received the chapter membership report the day prior. Florida Chapter dropped almost 5% in membership.
- i) Newsletter (Chas Jordan)-
  - Newsletter is out due to the help of Brandi Allegood and Jennifer Stutts at RS&H (a new member).
  - Need more member spotlights for the E-Newsletter.
- j) Nominating (Bob Nowak)-
  - Need to consider nominations for officers to be brought up at the next meeting.
  - Need to know if the three directors in expiring terms want to continue serving.
- k) Public Works Academy (Keith Causey)-
  - Informed the board of some issues with required curriculums from the state.
  - Currently has a 25 student class.
  - Linda asked if we could put information on training through the academies in the newsletter.
- l) Public Works Accreditation (Chas Jordan)-
  - Committee was dissolved due to lack of need. Chas Jordan stated that if anyone wants to know about accreditation they can contact him.
- m) Technical Sessions (Perry Lopez)-

- Larry Cox gave a report (Mr. Lopez was absent). He stated the asphalt session was excellent and asked we sent Purcell a thank you or certificate.
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- n) Scholarship (Keith Causey)-
  - The Pinellas Public Works Academy Board of Directors presented the Branch with a check for \$6,000 to benefit the E.D. Burkett Scholarship Fund.
  - Keith discussed changes in the Florida Chapter Scholarship policy and recommendations for the next quarterly meeting.
  - Keith requested the board pay for one night in St. Pete Beach for the next quarterly meeting.
    - Discussion was held by the board with regard to this request. Keith ultimately chose to pay for himself.
    - Muhammad asked that this be a future meeting agenda item so that a procedure can be put in place for the future.
- o) Sponsorship / Vendor Relations (Ernie Nelson)-
  - Spreadsheet was too big and used a lot of paper.
  - Need to update the sponsorship / golf scramble form.
- p) Student Chapter (Vacant)-
  - Linda requested an engineer in tampa take this on to be more closely involved with the USF ASCE Student Chapter and the Future Cities competition.
  - Mr. Tinch said he may be interested in handling this committee.

At this time we heard the Treasurer's Report from Mr. Garbaj:

- August Totals in the Accounts:
  - Education Fund – 16,808.09
  - General Operating – 1,382.48
- September Totals in the Accounts:
  - Education Fund – 16,828.98
  - General Operating – 1,202.28
- Branch was invoiced \$28 from the Florida Chapter for Taxes.
- Chas Jordan moved and Muhammad Abdur-Rahim seconded approval for the Treasurer's Report. A roll-call vote was taken and the motion carried 11-0.

## **6. Unfinished Business -**

- a) None.

## **7. New Business -**

- a) Ms. Adejumo brought up setting up a committee for the 2012 Trade Show and Chris Evers stated that will be handled after our next chapter quarterly meeting.
- b) There was discussion on touring the Daytona Speedway for the paving being done, will try to set up a bus and tour for later this year. Chris Evers will direct.

**8. Announcements -**

- a) None.

**9. Date and Site of Next Meeting -**

- a) November 10, 2010 in Clearwater, Florida.

**10. Adjournment -**

- a) Chairperson Adejumo adjourned the meeting at 12:34 PM.

		Election of Brandi Allegood to the position of Secretary	
		Vote 1	
Name	Office	Yes	No
Linda Adejumo	Chairperson	X	
VACANT	Vice-Chairperson		
Salahedin Garbaj	Treasurer		
Chas Jordan	Secretary	X	
Muhammad Abdur-Rahim	District Rep.	X	
Robert Nowak	Past Chairperson	X	
Keith Causey	At-Large Director	X	
Rudy Garcia	At-Large Director	X	
Dean Schamen	At-Large Director		
Larry Cox	At-Large Director	X	
Christopher Evers	At-Large Director	X	
VACANT	At-Large Director		
Frank Bell	At-Large Director		
VACANT	At-Large Director		
VACANT	At-Large Director		

		Acceptance of the Treasurer's Report	
		Vote 2	
Name	Office	Yes	No
Linda Adejumo	Chairperson	X	
Charles Jordan	Vice-Chairperson	X	
Salahedin Garbaj	Treasurer	X	
Brandi Allegood	Secretary	X	
Muhammad Abdur-Rahim	District Rep.	X	
Robert Nowak	Past Chairperson	X	
Keith Causey	At-Large Director	X	
Rudy Garcia	At-Large Director	X	
Dean Schamen	At-Large Director		
Larry Cox	At-Large Director	X	
Christopher Evers	At-Large Director	X	
VACANT	At-Large Director		
Frank Bell	At-Large Director	X	
VACANT	At-Large Director		
VACANT	At-Large Director		