

**FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION  
BOARD OF DIRECTORS  
MINUTES FROM OCTOBER 27, 2023 MEETING**

President Grebosz called the meeting to order at 9:00 a.m. with the following members present:

President Mike Grebosz, Assistant City Manager, DeLand  
President-Elect Mark Cunningham, Assistant County Administrator, Sarasota County  
Secretary-Treasurer Sarah Campbell, Town Manager, Orange Park  
Past President Lori LaVerriere, Deputy City Manager, Palm Beach Gardens  
District I Director Ed Cook, City Manager, Callaway  
District II Director Mike Staffopoulos, City Manager, Jacksonville Beach  
District III Director Michelle del Valle, Assistant City Manager, Winter Park  
District IV Director Andrea McCue, City Manager, Greenacres  
District VI Director Terry Atchley, County Manager, Hardee County  
District VII Director Matthew Spoor, City Manager, Safety Harbor  
District VIII Director Tom Ernharth, City Manager, Eagle Lake  
At-Large Director Reese Goad, City Manager, Tallahassee  
At-Large Director Kevin Knutson, Assistant County Administrator, Pinellas County

**Members Absent:**

District V Director Mac Serda, Town Manager, Hillsboro Beach  
At-Large Director Christine Thrower-Skinner, Village Manager, Golf (Excused)

**Others in attendance:**

Beth Rawlins, President, Beth Rawlins, Inc.  
Dani Dahlberg, Vice-President, Beth Rawlins, Inc.  
Casey Cook, FCCMA Executive Director  
Carol Russell, Affiliate Services Coordinator, FCCMA  
Chris Holley, Director of External Services, FLC  
Michaela Metcalfe, Legislative Policy Analyst, FLC  
Allison Payne, Manager, Advocacy Programs and Federal Affairs, FLC

The first item of business was consideration of the consent agenda. The 2024 Nominating Committee was pulled from the Consent Agenda. Accordingly,

**A motion was made by Mr. Spoor and seconded by Ms. Lori LaVerriere to approve the items on the Consent Agenda, which was to approve the minutes from September 13, 2023, the waiver of dues for MITs for FY 2024 and the proposal for the 2025 Winter Institute. The motion passed without opposition.**

The next item of business was to approve the 2024 Nominating Committee. Accordingly,

**A motion was made by Mr. Spoor and seconded by Ms. LaVerriere to approve the Nominating Committee as submitted and to approve the appointments made by District I and District III when submitted. The motion passed without opposition.**

The end-of-year financial statements were not included in the agenda book. They will be sent to the Board once they are finalized by the Florida League of Cities' accounting department.

The investment report was included in the agenda book for the Board's review.

The next item of business was an ethics waiver submitted by Mr. Ken Fields. Accordingly,

**A motion was made by Mr. Atchley and seconded by Mr. Spoor to approve the ethics waiver for Ken Fields. The motion passed without opposition.**

The next item of business was to approve the 2024-2027 Strategic Plan which was included in the agenda book.

**A motion was made by Mr. Atchley and seconded by Mr. Spoor to approve the 2024-2027 Strategic Plan as prepared and presented. The motion passed without opposition.**

The next item of business was the Senior Advisor reports which were included in the agenda book. Accordingly,

**A motion was made by Mr. Spoor and seconded by Mr. Atchley to approve the reports. The motion passed without opposition.**

The next item of business was a report from Beth Rawlins, Inc. Ms. Rawlins reported the case study applications for the corporate sessions will be sent to vendors in November.

The next item of business was a report from the Florida League of Cities regarding the statistics for the monthly webinars which was included in the agenda book.

The next item of business was an ICMA report. President Grebosz reported there was great attendance at the Annual Conference in Austin. He also reported nominations are open for the non-CAO seat for the Southeast Region on the ICMA Board. The Board will meet in January to endorse candidates from Florida running for the seat.

The next item of business was a report from the Awards and Scholarships Committee which was included in the agenda book.

The next item of business was a report from the Communications Committee which was included in the agenda book.

The next item of business was a report from the Conference Planning Committee which was included in the agenda book.

The next item of business was a report from the Fiscal and Administrative Policy Committee which was included in the agenda book. Mr. Cook reported if the Board approves the bylaws,

they will be presented at the Annual Business Meeting for approval by the membership. Accordingly,

**A motion was made by Ms. Campbell and seconded by Mr. Spoor to approve the bylaws as prepared and presented. The motion passed without opposition.**

**A motion was made by Mr. Spoor and seconded by Mr. Atchley to approve the elections policy as prepared and presented. The motion passed without opposition.**

**A motion was made by Ms. Campbell and seconded by Mr. Atchley to approve the district election policy as prepared and presented. The motion passed without opposition.**

The next item of business was a report from the Investment Committee which was included in the agenda book.

The next item of business was a report from the Membership Committee which was included in the agenda book.

The next item of business was a report from the Professional Development Committee which was included in the agenda book.

The next item of business was a report from the Winter Institute Planning Committee which was included in the agenda book.

There being no further business, the meeting adjourned at 9:46 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Casey Cook". The signature is stylized, with the first name "Casey" and the last name "Cook" written in a cursive-like script.

Casey Cook  
Executive Director

I hereby certify that these minutes were approved at an official meeting held on:

Signature/Title: Michael G. Gentry, President

Date: 2/7/24