



**September 7, 2022**  
**Board Meeting Minutes**

**Attendees:** Nicole Boston, Chris Butts, Beth Tubbs, Bob Libby, John Campbell, Shamim Rashid-Sumar, Elizabeth Pennacchio, Shaun Kelly, Jimmy Jönsson, John Denhardt, Amanda Kimball, Albert Simeoni

**Guests:** Bryan Bennett, Doug Fisher, Hana Herron, Chris Jelenewicz, , Kevin Mlutkowski, Eva Przygodzki

1. Tubbs called the meeting to order at 8:33 am EDT.
2. A motion was made and seconded to approve the consent agenda as follows. Motion passed unanimously.
  - July Board Meeting Minutes
  - July Financial Statements
  - Approve the SFPE New York Empire Chapter's Revised Bylaws
  - Ratification of Email Approval of SFPE Coastal Virginia and Indiana Chapters
  - Ratification of Email Approval to Hire Gina Abudi to conduct a 360 organization Review
3. Tubbs provided the President's report, sharing that she will be attending the storage symposium, gave a presentation for ICC to the North American Modern Building Alliance and the Presented Fire resistance to Association for Preservation Technology and Main Street America – Building Codes on Main Street discussed lessons learned regarding the awards and fellows process this year.

Simeoni joined at 8:38.

4. Boston provided the CEO report, sharing status updates on the storage symposium, the annual conference, and the 2022-2023 staffing.

Simeoni left the meeting at 8:58.

Kelly joined at 8:59. Wojcik joined at 9:04.

5. Rashid-Sumar presented the Foundation Report, sharing updates on the Foundation's projects and highlighting how many programs directly tie back into SFPE's mission and programs.

Simeoni rejoined at 9:37. Poole joined at 9:45.

Kimball presented the Finance & Audit Committee Report. She presented the 2023 budget noting it needs to be approved at the October meeting and requesting all board members provide feedback soon.

A motion was made and seconded to increase the 2023 dues for members, professional members, and fellows to \$229. Motion passed with Poole and Pennacchio voting against the motion.

A motion was made and seconded to have the Finance and Audit Committee review membership dues annually during budget development/review. Motion passed unanimously.

Action item: Include a discussion on the membership value proposition and the role of SFPE as a membership organization on the October board agenda.

Action Item: The Finance & Audit Committee will consider feedback on allocating some credentialing funding in the 2023 budget.

6. Fisher and Jelenewicz presented the Committee on Professional Qualifications report, providing an update on the progress that has been made and challenges the committee has faced this year, including staffing challenges and volunteers' lack of time.

Action item: Continue discussion around credentialing at the October board meeting.

Pennacchio left the meeting at 10:59. Butts left at 11:12.

7. Mlutkowski and Przygodzki presented a request to require chapter officers to be SFPE members.

A motion was made and seconded to require that incorporated chapter officers be SFPE members in good standing. Motion passed unanimously.

Action: Staff update the Standing Rules and Chapter Manual accordingly.

8. In Any Other Business, there was a discussion about sending the board meeting agenda and documentation earlier to allow for review before the meetings. Boston acknowledged the challenges resulting from the new staffing transitions, increased meetings (board and board committees) this year, and difficulty getting materials from

the board and committee members on time due to busy schedules and vacations. She will prioritize this with the staff.

9. Board entered into an Executive Session without guests to discuss the 360 SFPE Review.

A motion was made and seconded to add Libby and Campbell to the smaller board group meeting with the consultant, including Tubbs, Jönsson, Kimball, and Poole. The motion passed unanimously.

10. The meeting adjourned at 12:45.