

**FLORIDA CONCRETE MASONRY EDUCATION COUNCIL
FCMEC BUDGET & FINANCE SUBCOMMITTEE
JANUARY 23, 2015
MEETING MINUTES**

1.0 Convening of Meeting

1.1 Call To Order

Mr. Edwards called the meeting to order at 9:04 a.m.

1.2 Roll Call

<i>Members Present</i>	<i>Staff Present</i>
Rick Edwards, Argos	Pat McLaughlin
Matt Sitter, Florida Concrete & Products Assoc.	Brandie Tapscott
Mr. Curtis, Prestige Concrete Products	

Mr. Edwards advised Committee members that all meetings of the Council would be conducted in accordance with the Florida Concrete Masonry Education Council Anti-Trust Policy. Mr. Edwards read the policy for the Committee.

2.0 Development of Proposed 2015 Budget

Mr. Edwards noted the subcommittee would be working through the budget format and determining budget assumptions to be included in the proposed budget for the next Council meeting. Ms. Tapscott passed out copies of a preliminary budget she created for the Committee's review. The Committee discussed the invoicing process. Mr. McLaughlin recommended a member of the Budget & Finance Committee also attend the Assessment Committee meetings to determine the best invoicing process.

The Committee reviewed budget estimates of revenue based on assessment assumptions and participation estimates. Mr. McLaughlin advised on the potential administrative costs for running the Council and reported on the options available. The Committee reviewed what items should be included in the 2015 budget. The Committee reviewed potential rent expenses and agreed to discuss a possible agreement with the Florida Concrete & Products Association.

The Committee reviewed future assumptions for the 2016 budget. The Committee discussed how the grant process may affect the 2016 budget. Mr. McLaughlin reported on potential association management expenses and the benefit of using outside companies for this purpose.

Ms. Tapscott asked the Committee if the members would be more comfortable mailing a check to a Post Office Box for confidentiality purposes instead of the FC&PA

address. The Committee agreed. Ms. Tapscott stated she would get a Post Office Box for the FCMEC.

3.0 Public Comment

There were no comments from the public.

4.0 Next Meeting Date

The Committee agreed the next meeting date would be determined following the next FCMEC Council meeting on January 27, 2015.

5.0 Adjournment

The meeting was adjourned at 10:57 a.m.