



**MINUTES OF
REGULAR BOARD OF DIRECTORS MEETING**

Tuesday, May 31, 2016, 6:00 PM
The Centre Club
123 S Westshore Blvd, Tampa, FL 33609

MINUTES

CALL TO ORDER, WELCOME, AND PLEDGE OF ALLEGIANCE – Dr. Lisa Monnet- 6:00 PM

WELCOME OF NEW BOARD MEMBERS / GUESTS – Rich McClain

ROLL CALL – Mr. Jim Sampey

PRESIDING – Dr. Lisa Monnet

ATTENDEES

Officers Present

Dr. Lisa Monnet
Mr. Jim Sampey

Ambassador Present

Darcy Foster
Scott Talcott
Jim Philpitt

Board Members Present & Advisors Present

Tina Fischer
Mr. Barry Albert
Mr. Tim Jones
Col (R) Rich McClain
John Schueler
John Tiliacos
GEN (R) Art Lichte
Walter McCracken
GEN (R) Mike Jones

Board Members Absent

Rhea Law & Allen Brinkman

Guests Present

Jule' Colvin
Hugh Campbell
Maria Mejia
Donna Fore
Eric Branson

➤ **APPROVAL OF MINUTES**

a. The approval of the 02/23 meeting will be delayed until 06/28

Business Plan – The revised business plan will be our roadmap for success and align our team toward a common set of goals. The plan will finalize organizational governance requirements, operational planning for continuity, operational budget, and priorities of the organization. The business plan will improve our clarity of the vision and mission, state our organizational goals, reasons they are attainable, and methodologies to achieve our mission. Key components of the plan include:

- Executive Summary
- Organizational Priorities / Services
- Market Opportunity / Industry Analysis
- Operational Plan / Business Model / Justification
- Financial Projections / Resources – Revenue and Budget Projections
- Objectives and Outcomes – Plan to accomplish our objectives and achieve our desired outcome

Action Items:

- Finalize Business Plan changes/updates by June BOD meeting

Grant Pathways

Jule' Colvin was joining us via conference call and answered some pressing questions from the board regarding the grant process. Tim asked if all proposals submitted would be reviewed by the board. Jule' responded that yes that would be the standard procedure and the TBDA will decide who will sign off on each proposal. Another question that was posed was the time frame for writing the proposal and receiving the grant. Jule' proposed that the average time frame is about 3 weeks to write the proposal and another 6-8 weeks after to receive an answer on the grant award. Jule' stressed how important it is for the Board to use its influence and connections to help further along the grant process. Lisa and Jule' have negotiated a contract for 1 year with a 30 day termination clause to be voted on by the Board.

➤ **NEW BUSINESS**

Motions to Approve

- Motion to approve contracting with Grant Pathways is approved
- Motion to adopt consent agenda is approved

➤ **TINA FISCHER**

Tina has again revised the TBDA bylaws. There is also a Conflict of Interest clause that each BOD member will be required to sign indicating that they understand any conflict of interest that may occur. The Bylaws will be sent out as part of the next BOD agenda in June.

➤ **ADMINISTRATION MONTHLY STATUS REPORTS**

a. Contracts / Grants Administration

- 1) DRG S-0041 Expiration date 6/30/2016- Amount of Grant \$25,200- left to spend = \$14,750
- 2) DTF 15-02 Expiration date 5/31/2016- Amount of Grant \$ 150,000- left to spend = \$0
- 3) DTF 16-02- Expiration date 8/23/2016- Amount of Grant \$175,000- left to spend = \$147,283

A new grant cycle for the period 7/1/2016-6/30/2017 is approaching. Grant applications will be due in by June 10th to the DEO.

b. Action Item: Create Operational Budget and Strategic Plan - Currently being worked on

- **SOFIC REPORT** - Rich McClain gave a brief report on his and Lisa Monnet attendance at SOFIC 2016. Rich was very positive about the conference and felt very strongly that he was able to get the word out about the TBDA and its mission, vision and initiatives for 2016. He also suggested continued participation in SOFIC going forward, but possibly only attending for a day instead of the entire conference.
- **BOD INSURANCE**- The board agreed that General Liability and D&O insurance is a must. Mark will take care of this and should have insurance in place by July 1st.

➤ **CALENDAR / UPCOMING EVENTS**

Air Mobility Command- Lisa Monnet, Rich McClain, Chris Farkas, and Jim Sampey are confirmed attendees for the visit on June 13-14 to Scott AFB. One other guest is not committed as of yet. The trip discussion will focus on transportation and education and the challenges still facing MacDill.

Association of Defense Communities- Chip Diehl, Lisa Monnet, Jim Sampey, Rich McClain, Tim Jones, and John Schueler will be attending the ADC National Summit from June 19-23. Once again we will be focusing on transportation and education initiatives. This is a great opportunity to meet with influential people located in Washington DC. Some influential attendees will include Senators Lindsay Graham and John McCain.

➤ **FY 2016 Initiatives and Discussion**

- **Transportation Update- Mike Jones** – A meeting between FDOT and the TBDA was very positive and focused again on gate access, specifically making Tanker Gate an access point for base personnel instead of just civilian traffic. Mike was also able to obtain a copy of the Express Authority's study on gate access and wait times. This study detailed the wait times as nearing 1 hour and points out the necessity for this initiative to help facilitate meetings between the TBDA and those who will be instrumental in doing what is necessary to alleviate these wait times. Mike also mentioned Florida Rock again and the possibility of the city negotiating an easement purchase with the buyer to ensure no building on the property will interfere with flight operations at the base.

- **Education Update (Tinker) - Mike Jones** – Mike Jones gave a brief synopsis in the effort to get Tinker into a permanent structure. The total overall cost of this is upwards of \$20 million. Mike suggested a meeting with the Superintendent of the school district to discuss what the TBDA can do to help with this effort. Mike also suggested a sidebar with the OEA if at all possible in conjunction with the visit by the TBDA to the ADC conference.
- **Mission United Tampa - Jim Sampey** - Jim and Lisa met with leaders at USAA to discuss a partnership to bring Mission United to the Tampa Bay community. This has been very successful in Broward County and is a program designed to specifically assist veterans in transitioning into civilian life. This could include resume help, help with interviewing, and even hiring itself. The Tampa area has nearly 400,000 veterans living in it and this program is desperately needed. Jim and Lisa will continue to gather more information and present it when it becomes available.

➤ **OLD BUSINESS**

- **MacDill 2025** - Continue our mission with the MacDill 2025 Plan. Focus on a strategic campaign championing MacDill AFB: reaffirming its capacity, readiness, and capability while highlighting its value to our national security. The goal is to change perceptions, generate respect, and to recommit our Defense leaders to the importance that MacDill serves geographically, operationally, and logistically to our nation.
- **Tampa Bay Trophy** – The trophy is on schedule to be delivered by August 20th.
- **Business Plan** – Rich McClain and John Tiliacos are actively working on a Business Plan.
- **Strategic Plan** – Lisa Monnet and John Tiliacos are actively working on a Strategic Plan

PRESENTATIONS N/A

➤ **BOARD MEMBER COMMENTS**

➤ **NEXT BOD MEETING DATE**

06/28 at the Centre Club

➤ **ADJOURNED at 7:55**

➤ ***Following the meeting there was an Executive Session held to discuss the 9/11 golf tournament for 2016 and also the Tampa Bay Trophy Sponsorship levels.***

