



## **AGENDA**

### **PALM BAY MUNICIPAL FOUNDATION, INC. DISASTER RELIEF COMMITTEE EXECUTIVE BOARD**

Regular Meeting 2021-02  
Monday, June 21, 2021 – 6:00 P.M.  
City Hall Council Chambers, 120 Malabar Road, SE

#### **CALL TO ORDER:**

#### **ROLL CALL:**

#### **PUBLIC COMMENTS: (Non-agenda Items Only)**

Public Comments on Agenda Items – Individuals wishing to speak on specific agenda items can do so at the time the item is being considered by the Board. The Chairperson will ask if there are any public comments prior to the Board taking action on the item. All speakers will be limited to three (3) minutes each.

#### **ADOPTION OF MINUTES:**

1. Regular Meeting 2021-01; March 30, 2021.

#### **NEW BUSINESS:**

1. Discussion of Committee member roles.
2. Update on prior donations, Committee guidelines, and fund balance.

#### **OTHER BUSINESS:**

1. Next regular meeting – Monday, September 20, 2021, at 6:00 p.m.

#### **ADJOURNMENT:**

If an individual decides to appeal any decision made by the Disaster Relief Committee with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and

**THIS MEETING IS BROADCAST LIVE ON THE CITY'S WEBSITE.**

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**evidence upon which the appeal is based (Section 286.0105, Florida Statutes). Such person must provide a method for recording the proceedings verbatim.**

**In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall, at least 48 hours prior to the meeting, contact the Legislative Department at (321) 952-3414 or Florida Relay System at 711.**

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**CITY OF PALM BAY, FLORIDA**  
**PALM BAY MUNICIPAL FOUNDATION, INC.**  
**DISASTER RELIEF COMMITTEE**  
**EXECUTIVE BOARD**  
**REGULAR MEETING 2021-01**

Held on Tuesday, the 30<sup>th</sup> day of March 2021, at the City Hall Council Chambers, 120 Malabar Road, SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Office of the City Clerk, City Hall, Palm Bay, Florida. The minutes are not a verbatim transcript, but a brief summary of the discussions and actions taken at the meeting.

The meeting was called to order at the hour of 6:03 P.M.

**ROLL CALL:**

<b>CHAIRMAN:</b>	Donny Felix	Present
<b>VICE-CHAIRMAN:</b>	Keith Miller	Present
<b>MEMBER:</b>	Susan Walberg	Present
<b>MEMBER:</b>	Vanessa Scott	Present (Late)
<b>MEMBER:</b>	Christopher Duncan	Present (Late)

**CITY STAFF:** Present was Rodney Edwards, Assistant City Attorney; Terri Lefler, Deputy City Clerk.

**PRESENTATION:**

**1. Review of the Sunshine and Ethics Laws, and Public Records Act – Rodney Edwards, Assistant City Attorney.**

Mr. Edwards reviewed the Sunshine, Ethics and Public Records Laws.

Mr. Duncan and Ms. Scott joined the meeting at 7:09 P.M.

**PUBLIC COMMENTS:**

There were no public comments.

**ADOPTION OF MINUTES:**

**1. Special Meeting 2020-01; January 23, 2020.**

Motion by Mr. Duncan, seconded by Mr. Miller, to adopt the minutes. The motion carried unanimously.

**NEW BUSINESS:**

**1. Election of Vice Chairperson.**

Mr. Duncan asked the Committee members to provide an introduction about themselves. Chairman Felix nominated Ms. Walberg to serve as Vice Chairperson. Ms. Walberg accepted the nomination.

Motion by Mr. Miller, seconded by Ms. Scott, to elect Susan Walberg as the Vice Chairperson. Motion carried unanimously.

**2. Overview of by-laws.**

Mrs. Lefler presented an overview of the by-laws. She provided the Committee with a copy of Resolution 2017-01 (which established the board); a copy of the guidelines (established by the prior board); and marketing flyers/business cards.

**OTHER BUSINESS:**

Chairman Felix advised that next regular meeting would be held on Monday, June 21, 2021, at 6:00 P.M., in the Council Chambers. The Committee concurred.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at the hour of 7:31 P.M.

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Donny Felix, CHAIRMAN

ATTEST:

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Terri J. Lefler, DEPUTY CITY CLERK