



Florida Sunshine Chapter

Meeting Date:
November 17, 2010

Board Meeting Minutes Compiled by:
Joan C. Ford, Secretary



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Date & Time of Meeting

November 17, 2010

4:03 to 5:12 PM ET

Attendees

A total of eight individuals attended the November Board meeting:

Name	Title
Ansel, Kathy	Assistant Programs Chair
Bergweiler, Martha	Treasurer
Bowles, Sherry	Chapter Co-Chair
Ford, Joan	Secretary
Hales, Jack	Chapter Chair
Keller, Chuck	Publicity/Promotion Chair
Minke, Marion	Assistant Membership
Stourac, Amy	Programs Chair

Note: Mike Smilnak (Membership Chair) was not in attendance.

Jack Hales welcomed officers to the final board meeting of 2010.

Location

Teleconference.

Membership Pins

Board discussed the membership pins – design, size, and amount. The board preferred the 3/4 inch classic style, round design featuring a simple version of our chapter logo. Florida Sunshine will be presented across top with Chapter across bottom (text rolling around).

We decided to place an initial order of 300 pins; it will take about two weeks for the vendor to create the pins once the order is placed.

The Board discussed a plan to mail pins to our current membership base of 131 members. The Membership Chair will handle mailing.

2011 Meetings

Officers identified dates for 1Q 2011 Board and Chapter meetings, as follows.

1st Quarter Board & General Membership Meetings

Board Meeting: Wednesday, February 16

Topics: Officer position description and attendance requirements, among other business

Chapter Meeting: Wednesday, March 16

Program: Data Recovery

2011 Chapter Elections

The Board elected the following to serve as chapter officers for the 2011 term; all ran unopposed for their respective officer positions:

Name	Title
Ansel, Kathy	Programs Chair
Bergweiler, Martha	Treasurer
Bowles, Sherry	Chapter Chair
Ford, Joan	Secretary
Keller, Chuck	Publicity/Promotions Chair
Minke, Marion	Assistant Publicity/Promotions Chair
Robbins, John	Assistant Membership Chair
Smilnak, Mike	Membership Chair
Stourac, Amy	Chapter Co-Chair

Also, four members volunteered to lend support to the Board (Shirl Edwards, Deb Fowler, Tonya Maurice, and Rosemary Vieira). A volunteer may be considered to serve as the 2011 SPAC chapter representative.

The Board agreed that we need to develop a formal membership program in 2011.

Note: Assistant positions are not elected; they are appointed by the Board.

Treasury Report

The Chapter's current bank balance is \$6,176.04. The anticipated year-end bank balance should be \$5,926.04, and the 2011 year-end budget estimate is \$6,063.04.

Recent expenses included accreditation training rebates for four chapter members (i.e., Kathy Ansel, Susanne Taylor, Kimbra Mertz, and Joseph Oblak) valued at \$200; and door prizes for new and renewal memberships, valued at \$350.

Anticipated expenses for the remainder of 2010 into 2011 include two door prizes in December (for \$125 each), membership pins (estimated at \$1,050), 250 padded mailers (est. at \$112), and postage (est. at \$66).

We received a 3rd Quarter rebate of \$922.50 based on 123 chapter members.

We expect to receive a check for the chapter's co-sponsorship of SPAC 2010 sometime next year. Because SPAC 2010 expenses were higher than those of SPAC 2009, we anticipate that our SPAC 2010 check will be for less than the \$692.60 we received for SPAC 2009.

Florida Business Certificate in Good Standing

Martha asked if we should we pursue registering with the State of Florida and attain a certificate since we have been 'in business' for 3 years. Martha reminded us that even though we are a non-profit we are a business.

The hard-copy certificate fee is \$5. Registration fees are about \$210 and subsequent renewals are minimal, about \$65. The advantage of a state certificate is that it might make things easier for opening new bank accounts.

Chuck recommended contacting David Winton (lawyer by training) to get his advice and determine if this question has arisen with other state chapters.

2010 Southern Proposal Accents Conference

There were approximately 120 attendees at the October 29 Southern Proposal Accents Conference. At the pre-conference Foundation Level training and exam session, nine persons attended including four members of the Florida APMP Chapter.

Each of the four Florida APMP Chapter members who attended the accreditation session qualified to receive a \$50 rebate from the chapter.

Additionally, 14 participants attended Mike Parkinson's pre-conference graphics workshop.

Two articles about the SPAC experience were submitted to the editors of The Perspective (authors: Kathy Ansel and Joan Ford).

2011 APMP Conference

At the first Board meeting in 2011, a formal vote will be taken to offer the Chapter Chair a paid registration to the annual APMP international conference. If the Chapter Chair is unable to attend the conference, then the paid registration will be offered to the Chapter Co-Chair.

2010 & 2011 Meeting Schedule

4th Quarter 2010

General Membership Meeting

Date:	December 1, 2010
Program:	Membership Appreciation & Accreditation Program Overview
Announcements:	2011 Officers & Details about the Chapter's Rebate Offer for the APMP Accreditation Program
Door Prizes:	<u>Shipley Associates Proposal Guide</u> , two free APMP Memberships (renewal and new)

1st Quarter 2011

Board Meeting

Date:	February 16, 2011
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Closing

Thanksgiving wishes all around!

Today's board meeting adjourned at 5:12 PM ET.