



*Florida Sunshine Chapter*

**Meeting Date:**  
**April 6, 2015**

**Board Meeting Minutes Compiled by:**  
**Debra J.F. Fowler, CPP APMP, Secretary**



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## 1. Date and Time of Meeting

Date: April 6, 2015

Time: 12:00 to 1:00 PM EDT

## 2. Attendees and Welcome

Chapter Chair, Amy Stourac, welcomed all officers to the out-of-cycle Board of Directors (BOD) meeting to discuss 2015 Publicity/Promotion Agenda Items.

The following individuals attended the April Board meeting:

Name	Title	Yes/No
Meghann Lewis	Chapter Co-Chair	Yes
Amy Stourac	Chapter Chair	Yes
Sherry Bowles	Treasurer	Yes
Debra Fowler	Secretary	Yes
Jennifer Siler	Programs Chair	Yes
Danielle Torley	Asst. Programs Chair	Yes
Jennifer Mosier	Publicity/Promotions Chair	Yes
Ruth Turman	Asst. Publicity/Promotions Chair	Yes
Alyssa Simpson Feliho	Membership Chair	Yes

## 3. Location

Teleconference and GoToMeeting.

## 4. Publicity/Promotions

Jen Mosier, Publicity/Programs Chair, introduced the 2015 proposed agenda items and their descriptions to the Florida Sunshine Chapter Officers, as listed below.

Item	Description	Interest	Cost Estimate	Time Constraint	Chapter Resources	External Resources
1	Redesign Chapter Look/Feel		\$\$ - \$\$\$	🕒🕒🕒	👤 👤	👤 👤 👤
1.1	Chapter Banner(s) (Tied to Item 1)		\$\$ - \$\$\$	🕒🕒 - 🕒🕒🕒	👤 👤	👤 👤 👤
1.2	Chapter Member Pins (Tied to Item 1)		\$\$\$	🕒🕒 - 🕒🕒🕒	👤 👤	👤 👤 👤
1.3	Chapter Member Shirts (Tied to Item 1)		\$\$\$	🕒🕒 - 🕒🕒🕒	👤 👤 👤	👤 👤 👤
2	Chapter Identification at Bid & Proposal Con and SPAC		0 - \$	🕒	👤 👤 👤	N/A
2.1	Volunteer Walking "Chapter Recognition Symbols" (This year's version of the sunshine balloon)		0 - \$	🕒	👤 👤	N/A
2.2	Chapter Table Decorations		0* *donated	🕒	👤 👤	N/A
2.7	Chapter Membership Ribbons		0*	🕒🕒	👤 👤	N/A



Item	Description	Interest	Cost Estimate	Time Constraint	Chapter Resources	External Resources
			*donated			
2.8	Sponsor Informal Member "Social Gatherings"		0	🕒	👤 👤	N/A
3	Membership Engagement Activities		\$	N/A	👤 👤 👤	👤
3.1	Self-Reported Directory		\$	N/A	👤 👤 👤	👤
3.2	Member Profiles		\$	N/A	👤 👤 👤	👤
3.3	Chapter Member Presentations		0 - \$	N/A	👤	N/A
3.4	Mentoring Groups		0	N/A	👤 👤 👤	N/A
3.4.a	Certification Mentoring		0	N/A	👤 👤 👤	N/A
3.4.b	Professional Mentoring		0	N/A	👤 👤 👤	N/A
4	Chapter Level Awards (Start small, number could vary and grow over time)		0 - \$\$	0 - 🕒	👤 👤	0 - 👤
5	Travelling Mascot		0 - \$	🕒	👤 👤 👤	N/A
6	Expand National and International Sister Chapters (Exchange Presentations at B&P Con) (Working with chapters beyond GA and Carolinas)		0 - \$	🕒	👤 👤 👤	N/A
7	Membership Survey		\$	🕒	👤 👤 👤	0 - 👤
8	Membership Challenges		0 - \$	🕒	👤 👤 👤	👤
9	Certification Challenges (Challenge members)		0 - \$	🕒	👤 👤 👤	N/A
10	APMP Award Nominations		0	🕒	👤 👤 👤	N/A
11	Sponsor APMP Committee Work (example: PDC)		0	N/A	👤 👤 👤	👤 👤 👤

LEGEND				
Cost Estimate	0 – No Cost or Donated Supplies or Services	\$ - Minimal Cost (< \$100)	\$\$ - Moderate Cost (\$100 - \$250)	\$\$\$ - High Dollar Investment (> \$250)
	NOTE: These "Cost Estimates" are rough estimates to indicate relative anticipated expenses; any approved project would be priced and the actual cost would be submitted to the board for final approval before any expenses are incurred.			
Time Constraints	N/A – Not Applicable	🕒 - Constrained by External Date or Updates Required on a Regular Basis	🕒🕒 - Date Constrained by External Date and/or Suppliers	🕒🕒🕒 - Long Term Effort or Driven by Reliance Upon External Vendors
Chapter Resources		👤 - Chapter Officers or Volunteers	👤👤 - Chapter Officers and Committee and/or Volunteers	👤👤👤 - Chapter Officers and Committee and/or Membership
External Resources	N/A – Not Applicable	0 - 👤 Internally Managed or Supported by Existing Resource or Volunteer	👤 - Existing Resource or Volunteer	👤👤👤 - External Vendor(s) or Support Personnel

***Ruth Turman explained each agenda item and remarked that selection of the "Interest" column for an agenda item would indicate a positive vote for the Chapter to pursue this item.***

***Amy Stourac stated that a majority vote by the BOD would indicate that the item was approved.***

***Ruth Turman and Jen Mosier will tally the votes and present the consolidated list to the Board members at the next BOD meeting.***

## **5. Closing**

***Amy Stourac thanked the Board members for their participation. The meeting adjourned at 12:48 pm ET.***