



Florida Sunshine Chapter

Meeting Date:

August 12, 2015

Board Meeting Minutes Compiled by:

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Date and Time of Meeting

Date: August 12, 2015

Time: 12:00 to 1:00 PM EDT

Attendees and Welcome

The following individuals attended the August Board meeting:

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

Amy Stourac and Meghann Lewis welcomed members to the August Board Meeting and made opening comments.

Location

Teleconference.

Programs

Jennifer Siler, Programs Chair, reported that she had emailed OCI Wins requesting both Tim and Traci Birdsell's biographical narratives and photographs. This information is needed to publicize the upcoming Quick Response Process Program that will be presented at the 4th General Membership Meeting on September 9, 2015.

Treasury Report

Our Treasurer, Sherry Bowles, reported on our chapter's current expenditures to date this year. For the 2nd quarter, Chapter rebates totaled \$1102.50. In addition, our Chapter paid for two conference expenditures (Southern Proposal Accents Conference (SPAC) door prizes and SPAC registration fee). Our account balance is \$13,665.28, as indicated on the Treasury spreadsheet that Sherry sent to all Board members on August 12, 2015.

Sherry reported that two ledgers are now being tracked for expenditures; one for the Chapter bank account and one for a Walmart money card. It was necessary to open a Walmart money card in order to purchase door prizes. The sites we purchase from will no longer accept e-checks.

Publicity and Promotions

Jennifer Mosier, Publicity/Promotions Chair, encouraged all Board members to send her any social media that the Board would like posted to LinkedIn, Facebook, or Twitter, e.g. SPAC announcement, Chapter Meetings, etc.



Ruth Turman, Assistant Chair, reported the following:

Nineteen Florida Sunshine Chapter Members attended Bids and Proposal Conference (B&P Con). All members were provided with chapter ribbons to help with recognition.

Approximately “chapter” 100 business cards were given out at the recent B&P Con. The chapter awarded a \$50.00 gift card and a business card case to participants in our chapter recognition game at the conference. Thanks go to Alyssa, Meghann and particularly Johnny “Bo” Hamilton for helping facilitate the activity.

A chapter member from Brazil expressed interest in wanting to present to our chapter or SPAC. Ruth mentioned that the topic of procurement within Brazil would probably have limited relevance at the Florida Chapter level. SPAC may be better forum for this person to present to a broader, larger audience.

Ruth expressed that we need to move forward with redefining our chapter logo. Using a vertical standing banner at our conference tables would be helpful. The board approved moving forward with development of a creative brief to be provided as background to potential graphic designers. The brief will be shared with the board before engaging any designers.

She suggested consideration be given to permanent banners for display at the Association-level. The board also discussed using the chapter cards and chapter member ribbons at the upcoming SPAC event.

Ruth discussed Chapter Awards with Rick Harris, Executive Director. As long as the term, Fellow, is not used in the award, Rick was amenable to having Chapter Awards given. Awards may encourage people to get involved at the grass roots level and then later promulgate support at the international level.

Membership

Alyssa Simpson Feliho, Membership Chair, mentioned that an Assistant Membership Chair is still needed.

She discussed with the Board the plan to attract more members at SPAC on October 27, 2015 using business cards to advertise our chapter.

Alyssa stressed that our chapter needs to continue to cross-pollinate with other professional associations and groups. For example, the National Defense Industrial Association is holding a breakfast the morning of August 20 and the guest speaker will be speaking on the topic of Protests involving US Special Operations Command.

Amy Stourac stated that the Florida Sunshine Chapter currently has 153 members.



2015 Meetings

Amy Stourac discussed the following remaining Board and Chapter meetings for 2015.

4th General Membership Meeting

Date:	September 9, 2015 from 4:00 to 5:00 PM EDT
Program:	Quick Response Process Presented by Tim and Traci Birdsell, OCI Wins
Door Prizes:	Members and non-members: (1) Shipley Proposal Guide, (1) Billion Dollar Graphics book Members only: (1) SPAC Registration and (1) Shipley Capture guide

4th Quarter Board Meeting

Date:	November 11, 2015 from Noon to 1:00 PM EST
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5th General Membership Meeting

Date:	December 9, 2015 from 4:00 to 5:00 PM EST
Program:	"Driving Change from the Back Seat," presented by Dena Stukenberg from HCSC
Door Prizes:	Open to members and non-members: (1) Shipley Proposal Guide, (1) Presenters choice of Book Members only: (1) Membership renewal Non-members: (1) New membership

Conferences

SPAC will be held in Atlanta, GA on Tuesday, October 27, 2015 at the Cobb Galleria Centre. Information on the conference is being posted on the website as it's being confirmed. <http://www.apmp-spac.com>. There is also workshops available the day after the conference this year.

Elections for 2016

Elections will take place in October and Meghann will be conducting them this year. Please start considering if you want to remain in your current position or if you want to move to another position. If you have not sent her your decision by October, she will begin emailing you by then.

Closing

The meeting adjourned at 12:55 PM.