



Meeting Date:
May 11, 2017

General Meeting Minutes Compiled by:
Jennifer Siler, CP APMP, Secretary

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1. Date and Time of Meeting

Date: May 11, 2017

Time: 12:00 to 1:00 PM EDT

2. Attendees and Welcome

The following individuals attended the May Board meeting:

Name	Title	Yes/No
Meghann Lewis	Chapter Chair	Yes
Amy Stourac	Chapter Co-Chair	No
Alyssa Simpson Feliho	Membership Chair	Yes
Danielle Torley	Programs Chair	Yes
Michelle Parks	Assistant Programs Chair	Yes
Jennifer Siler	Secretary	Yes
Martha Bergweiler	Treasurer	Yes
Jennifer Mosier	Publicity Chair	Yes
Ruth Turman	Promotions Chair	Yes

Meghann Lewis welcomed officers to the second board meeting of 2017.

3. Location

Teleconference.

4. Programs

Danielle Torley presented. No updates, will contact next speaker in two weeks. When Bob Fray speaks, he sent his book as a door prize, hard copy of "Successful Strategies". Only Members will be eligible for this prize. Danielle will mail directly to the winner and send receipt for postage to Martha for reimbursement.

5. Treasury Report

Martha Bergweiler discussed our current balance, \$16,582.46.

Martha asked the bank if we could get a gift card to use as payment for future Amazon purchases. They do not do that anymore so we would need a credit card or debit card. The credit card had an annual fee but the debit card has no fees so Martha chose that. Now we have a debit card to use for these types of purchases and avoid the need for reimbursements.

The Amazon gift card was for March drawing. Jen Mosier said the recipient for April's drawing has yet to respond.

Meghann explained our SPAC underwriting contribution was unnecessary due to high attendance, and therefore refunded as part of our SPAC proceeds.

Meghann asked the Board to brainstorm ways to spend more money on members.

6. Publicity

Jen Mosier presented. Great YouTube response (70 views on Sunny video, 100 on FL Tenure video). Twitter has over 100 followers now (nearly double since December 2016). We carry more followers than most chapters our size.

Still plugging at social media sites including Google+ which is new. We have updated our website with Sunny photos and a travel log.

We started a monthly newsletter. We can highlight the June meeting in the next newsletter. SPAC and Conference will also be in the next newsletter. If anyone has content ideas, email ideas to Jen Mosier.

7. Promotions

Ruth Turman presented. Ruth sent everyone a 2-pager read-ahead with updates for promotions. We are ahead of where we were last year prior to Bid & Proposal Con, we submitted nominations for 3 chapter awards. We nominated 2 members for "40 under 40" award.

Last count, 4 board members would be at Bid & Proposal Con.

We have 1,000 anniversary balloons to hand out. Ruth also has balloon sticks so we won't need helium.

Two sunshine metal wind catcher things to replace Alyssa's sunshine balloon. We got additional chapter member ribbons that we will try to get into nametags before registration.

We also have 2 stainless steel business card holders and two \$50 Visa gift cards to give away.

Instead of an anniversary cake, Ruth will put a birthday card out at registration that people can sign.

Ruth wants to get a group photo at the industry dinner, we can ask the APMP Photographer to take the photo.

Sunny's passport is ready for New Orleans along with mini Sunnys.

Ruth wants to create a chapter banner listing number of certifications, awards, and things that can be added over the years to take to APMP conferences.

For 2017, we should start promoting nominations for our Annual Honors Program now and continue to do so now and up until the end of October, which is the deadline. Jen Mosier suggested we add that to newsletter moving forward.

We want Sunny to be passed among members with direct contact to help increase contact between members. We have members in South America so it would be great to get him down there.

Ruth would like to see us bump up support of certification program but it would be great to have a higher percentage of certified membership. We did a chapter survey two years ago; it might be a good idea to reach out to the members again this year to see how we can support them.

Team decided we should survey members every year. We can address feedback through the newsletter. Everyone should email question ideas for the survey.

Alyssa confirmed her registration for Bid & Proposal Con and volunteered to help Ruth with the balloons and whatever else she found to replace sunshine balloon that Alyssa used to carry around.

8. Membership

Due to technical difficulties, Alyssa Simpson Feliho, Membership Chair was unable to present. After the meeting, Alyssa confirmed the current membership count is 193 active members.

South American membership grew a lot, some came from a corporate membership from Brazil. Many them are in Telecommunications industry.

9. Upcoming 2017 Meetings

2nd General Membership Meeting

Date:	<i>June 08, 2017 from 4:00 to 5:00 PM EDT</i>
Program:	<i>Robert Frey, Important Paradigm Shifts in Proposal Development—2016 and Beyond</i>
Door Prizes:	<i>FL Sunshine Chapter Members Only: (1) SPAC Registration (1) Proposal for Dummies Book (1) Successful Proposal Strategies for Small Businesses book by Robert Frey</i>

3rd Quarter Board Meeting

Date:	August 10, 2017 from Noon to 1:00 PM EDT
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3rd General Membership Meeting

Date:	September 07, 2017 from 4:00 to 5:00 PM EDT
Program:	Marsha Lindquist, Five Reasons Why You Should Embrace Your Competition
Door Prizes:	FL Sunshine Chapter Members Only: (1) Book from APMP Store (\$40 limit) (1) Shipley Proposal Guide

4th Quarter Board Meeting

Date:	November 09, 2017 from Noon to 1:00 PM EST
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4th General Membership Meeting

Date:	November 02, 2017 from 4:00 to 5:00 PM EST
Program:	Barbara Stiles, Networking for Introverts
Door Prizes:	FL Sunshine Chapter Members Only: (1) SPAC Registration (1) Proposal for Dummies Book

5th General Membership Meeting

Date:	December 07, 2017 from 4:00 to 5:00 PM EST
Program:	Ruth Turman, Proposal Management Survival Tool Kit
Door Prizes:	<p>FL Sunshine Chapter Members Only:</p> <p>(1) Proposal Managers Survival Kit (Ruth will assemble)</p> <p>(1) SPAC Registration</p> <p>(1) Membership Renewal</p> <p>Non-members:</p> <p>(1) New Membership Registration</p>

10. Conferences

Bid & Proposal Con will be June 13-15 (Tuesday – Thursday) at the New Orleans Marriott Hotel. Alyssa, Amy, Ruth and Meghann are attending.

11. Closing

Thank the board members—meeting adjourned at 12:34pm Eastern.