



Meeting Date:
November 13, 2017

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

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1. **Date and Time of Meeting**

Date: November 13, 2017

Time: 12:00 to 12:58 PM EDT

2. **Attendees and Welcome**

The following individuals will have attended the November Board meeting:

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

Meghann welcomed officers to the fourth board meeting of 2017.

3. **Location**

Teleconference.

4. **Programs**

Danielle Torley was not in attendance, no updates via email.

5. **Treasury Report**

Martha discussed 2018 budget, we have \$18,021.21 in the bank today.

We have the same people on the webinars each time so if they have won a prize (like a book), they do not try to win again.

Martha would like to see more meet-and-greets, the Board members agreed. Promotions would be responsible for setting up logistics, Alyssa will double check job duties. If not, then Alyssa is happy to organize. We should do several events where our members are located (suggested Tampa, Orlando, Jacksonville, and South Florida).

Suggestions for event format included breakfast/coffee, lunch or post-work happy hour. We will pay for food/appetizers but not alcohol. If someone could find someone who sponsors alcohol tickets, we could do that.

Volunteers to research event options in the different regions:

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- **South—Martha.**
 - **Tampa—Amy and Alyssa.**
 - **Northern—maybe Sherri Bowles (Fort Walton Beach)?**

Another suggestion was to have a company sponsor with catering brought in. Jen Siler will ask how this works at Kforce since we host networking groups often onsite.

Martha asked the Board if there was still interest in a Certification Day in 2018 in Orlando? Alyssa will contact Charley Charlie Divine to research cost and logistics for this type of event and get his input if we should offer training + certification or just certification alone based on prior success of other APMP chapters.

Alyssa will also research the FL Sunshine Chapter membership list to see certification stats (how many Foundation vs. Practitioner and where we have the most need).

The Board discussed other door prizes, certification rebates and membership reimbursements:

- **Board decided to increase Foundation-level certification rebate to \$75.00, keep Practitioner-level rebate at \$150.00 and Professional-level rebate at \$200.00.**
- **Board decided to award one (1) Bid & Proposal Con registration fee as a door prize in 2018.**
- **Board decided to award one (1) SPAC registration as a door prize in 2018.**
- **Board decided to award two (2) new APMP membership registrations in June and December 2018.**
- **Board decided to award four (4) membership renewals in 2018 (one door prize per General Meeting).**
- **Board decided to award four (4) Shipley Proposal Management Playbooks (one door prize per General Meeting).**
- **Board decided to award four (4) \$30 Amazon Gift Cards (one door prize per General Meeting).**
- **Board decided to reduce number of books awarded as door prizes since we have had little participation in those door prizes.**

As for chapter awards, we have 3 honorees and 6 chapter honors (one is a double award). Bill Andre's retirement award has already been purchased. That

gives us 3 more glass statuettes with postage required. We have only paid for Bill's so far this year, we still have to order the others ~~when Ruth gets back from vacation.~~

No other budgetary items were suggested by the Board.

6. Publicity

Jen Mosier reported that Twitter is doing very well with 150 followers. Jen tries to post something every week, sometimes twice per week depending on HQ news and tweets.

Jen working on video in December, please forward any photos to Jen by end of November.

Promotions for the 10 months of giveaways, July was never awarded after three attempts to give it away we discontinued trying to award it-; the gift card has been added as an additional door prize for the General Chapter Meeting in December.

Newsletters have been getting a lot of feedback, people enjoy getting information that way. Jen will continue with these monthly, with some months doubling up due to lack of content.

Please send Jen Mosier any news and photos by end of November.

7. Promotions

Ruth Turman on vacation, report came via email prior to her trip.

8. Membership

Florida Sunshine Chapter membership total is 189 as of November 13, 2017.

Alyssa said new membership is key and top priority right now. The APMP Chapter Leader Liaison committee is developing training for Leaders and Alyssa is researching NCA on how they have monthly membership webinars, welcoming new members, tell about benefits of APMP and goes through news of the FL Sunshine Chapter. Alyssa will look into setting something like this up for 2018 for the FL Sunshine Chapter.

9. 2018 Board

Chapter Co-Chair Amy Stourac announced the 2018 Board nominees.

Title	2018 Board
Chapter Chair	Meghann Lewis, CPP APMP meghann.lewis@vpcwins.com
Chapter Co-Chair	Amy Stourac, CF APMP amystourac@aol.com
Membership Chair	Alyssa Simpson Feliho, CP APMP

	asfeliho@yahoo.com
Assistant Membership Chair	Open
Programs Chair	Michelle Parks, CF APMP michelle.parks@caemilusa.com
Assistant Programs Chair	Danielle Torley, CF APMP danielletorley@yahoo.com
Publicity Chair	Jennifer Mosier, CF APMP jmkingjm@yahoo.com
Promotion Chair	Ruth Turman, CP APMP RUTH.TURMAN@companiondataservices.com
Secretary	Martha Bergweiler marthabergweiler@msn.com
Treasurer	Sherry Bowles Sherry.bowles@jacobs.com

10. Upcoming 2017 Meetings

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>(1) Amazon \$25 Gift Card</p> <p>(1) Proposals for Dummies book</p> <p>Non-members:</p> <p>(1) New Membership Registration</p>

11. Conferences

The next Southern Proposal Accents Conference (SPAC) will be held in Thursday, March 22, 2018, Cobb Energy Performance Arts Center (CEPAC), Atlanta. Early bird registration is open.

Bid & Proposal Con—will be in San Diego, CA in 2018. It will be held on May 15-18 (Tuesday – Friday).



12. Closing

Thank the board members—meeting adjourned at 12:58 pm ET.