



Meeting Date:
January 24, 2019

Board Meeting Minutes Compiled by:
Amanda Chase, Secretary

Contents

1.	Date and Time of Meeting.....	2
2.	Attendees and Welcome.....	2
3.	Location	2
4.	Programs.....	2
5.	Treasury Report.....	2
6.	Publicity	2
7.	Promotions	3
8.	Membership	3
9.	Certification Rebates	3
10.	Upcoming 2019 Meetings	4
11.	Conferences.....	5
12.	Closing	5
	Appendix A	Error! Bookmark not defined.

1. Date and Time of Meeting

Date: January 24, 2019

Time: 12:15 to 1:20 PM ET

2. Attendees and Welcome

The following individuals will have attended the January Board meeting:

Name	Title	Yes/No
<i>Meghann Lewis</i>	<i>Chapter Chair</i>	<i>Yes</i>
<i>Alyssa Feliho</i>	<i>Chapter Co-Chair</i>	<i>Yes</i>
<i>Bethany Burton</i>	<i>Membership Chair</i>	<i>Yes</i>
<i>Lesa Stage</i>	<i>Assistant Membership Chair</i>	<i>Yes</i>
<i>Josh Hendricks</i>	<i>Assistant Membership Chair</i>	<i>Yes</i>
<i>Michelle Parks</i>	<i>Programs Chair</i>	<i>Yes</i>
<i>Amy Stourac</i>	<i>Assistant Programs Chair</i>	<i>Yes</i>
<i>Jennifer Mosier</i>	<i>Publicity Chair</i>	<i>Yes</i>
<i>Ruth Turman</i>	<i>Promotion Chair</i>	<i>Yes</i>
<i>Amanda Chase</i>	<i>Secretary</i>	<i>Yes</i>
<i>Sherry Bowles</i>	<i>Treasurer</i>	<i>Yes</i>

Meghann Lewis, Chapter Chair, welcomed everyone to the first board meeting of 2019.

3. Location

Teleconference.

4. Programs

Michelle Parks presented programs for the year (see Section 10).

The board tabled the vote until presenters and dates could be confirmed.

5. Treasury Report

Sherry Bowles electronically presented the 2019 budget of \$11,830 with a deficit of \$4,650.

Any changes made to prizes this year needs to be updated in the budget. Board members were encouraged to send ideas for new prizes to The Programs Chair and Assistant Program Chair, Michelle Parks and Amy Stourac.

6. Publicity

Jen Mosier announced that we have 213 followers on Twitter. People are liking and reposting our posts.

Jen started the video for 2018 which will release next month and will be posted to YouTube. Board members were encouraged to send any pictures from conferences or from a Chapter event or APMP, to Jen Mosier for the Year in Review video.

Jen Mosier will continue our newsletters and will probably combine January and February. The Board intends to reach out to people who have impacted the Chapter and put together a Member of the Month for all 12 months.

David Belton, FL APMP Sunshine Chapter Webmaster, and Jen Mosier updated the website and Facebook site to include the subscription option for our email distribution through MailChimp. Members can subscribe directly to the newsletter without having to send an email. Jen Mosier will send the subscription link to other chapters.

7. Promotions

Bid & Proposal Con is coming to Orlando in 2019.

Ruth Turman is investigating opportunities to maximize member outreach, and will present budget-impact alternatives to the Board for a vote.

8. Membership

Florida Sunshine Chapter membership total is 229 as of January 22, 2019. Bethany Burton reported that 12 people did not renew memberships for this year. She will reach out to them.

9. Certification Rebates

The Board will continue to offer these rebates, and suggestions for promoting interest in this member benefit are welcomed.

10. Upcoming 2019 Meetings

The door prize vote has been tabled and will be held before the first general membership meeting.

1st Quarter General Membership Meeting

Date:	March 07, 2019 from Noon to 1:00 PM EST
Program:	Samantha Enslen, <i>Creating Readable Proposals in 4 Easy Steps</i>
Door Prizes:	<p>Members and non-members:</p> <p>(1) Shipley Proposal Guide</p> <p>Members only:</p> <p>(1) Registration for Bid & Proposal Con 2019</p> <p>(1) Registration for Foundation Certification Day at the Bid and Proposal Con on May 20, 2019</p>

2nd Quarter Board Meeting

Date:	May 09, 2019 from Noon to 1:00 PM EDT
--------------	---------------------------------------

2nd Quarter General Membership Meeting

Date:	June 06, 2019 from Noon to 1:00 PM EDT
Program:	Christine Campbell, <i>Position to Win: The Art of Minimizing Money Left on the Table</i>
Door Prizes:	TBD

3rd Quarter Board Meeting

Date:	August 08, 2018 from Noon to 1:00 PM EDT
--------------	--

3rd Quarter General Membership Meeting

Date:	September 05, 2018 from Noon to 1:00 PM EDT
Program:	Dick Eassom and Shelly Scott, <i>MS Word</i>
Door Prizes:	TBD

4th Quarter Board Meeting

Date:	October 31, 2019 from Noon to 1:00 PM EST
--------------	--

4th Quarter General Membership Meeting

Date:	December 05, 2019 from Noon to 1:00 PM EST
--------------	---

Program:	Bethany Burton, Competitive Intelligence
-----------------	---

Door Prizes:	TBD
---------------------	------------

11. Conferences

The next Southern Proposal Accents Conference (SPAC) will be held Wednesday and Thursday, March 20-21, 2019, Cobb Energy Performance Arts Center (CEPAC), Atlanta.

Bid & Proposal Con—will be in Orlando, FL in 2019. It will be held on May 20-23 (Monday–Thursday).

12. Closing

The Chapter Chair thanked the board members—meeting adjourned at 1:20pm ET.