



Florida Sunshine Chapter

Meeting Date:
March 10, 2010

Meeting Minutes Compiled by:
Joan C. Ford, Secretary



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Date & Time of Meeting

The first virtual chapter meeting of the year was held on March 10, 2010 from 4:00 to 4:51 PM ET.

Attendees

A total of 61 individuals attended the March chapter meeting via the on-line Live Meeting conference/call connection, as noted below:

*Albin, Ginger
Alek, Robert
Beaulac, Maureen
Bergweiler, Martha
Beining, Lisa
Blitstein, Ron
Bowen, Marcia
Bowles, Sherry
Boyd, Synod
Brokeshoulder, Sherri
Brown, Marcia
Cantu, Roger
Carr, Brenda
Cook, Steve
Cooper, Dawn
Corder, Chuck
DeLuca, Carlo
Edwards, Shirl
Ford, Joan
Fowler, Debra
Galante, Christine
Glibert, Jill
Goins, Rebeca
Gorman, Clare
Graumann, David
Griffey, Beth Ann
Hales, Jack
Hamby, Donna
Hamilton, Bo
Heist, Paul
Hendrix, Laura*

*Hill, Maura
Holtzclaw, Maureen
Howard, Tom
Jones, Lorrie
Keck, Sharon
Keller, Chuck
Kerns, Kathy
Leistikow, Bruce
McCollum, Kathleen
Mertz, Kimbra
Minke, Marion
Mino, Gary
Moore, Judy
Noble, Sandra
Oliver, Alice
Reynolds, Bob
Robbins, John
Ruta, Alina
Sanford, Connie
Sheehan, Doris
Smilnak, Mike
Snodgrass, Rodney
Sparacio, Francesca
Stourac, Amy
Strelka, Jennifer
Taylor, Lisa
Toland, Bill
Veshosky, Geri
Viera, Rosemary
Williamson, Cynthia*

Speaker: Wendy Hersh of Willis Re.

Location

Virtual via Webinar (Live Meeting) and conference call line.

Call to Order

Jack Hales, Chapter Chair, called the meeting to order and welcomed new and returning meeting attendees to the first virtual general membership meeting of 2010.

Jack shared some history related to the chapter's growth and announced our current number of affiliated members at 110.

Jack invited participants to learn about the International APMP Conference via the APMP website and to attend! Early bird registration ends on March 14; after that the registration fee increases \$50.

Jack discussed professional accreditation opportunities at the APMP conference (foundation level prep and exam), which require separate registration. There will also be a special workshop for chapter officers and orientation for first-time attendees.

Jack thanked Chuck Keller, Publicity Chair, and other officers who self-nominated our chapter for the Programs Award nomination. We won the Programs Award in 2009.

Welcome to New Members

Ten new members have affiliated with our chapter since the last chapter meeting in December. Strong programs like today's session have contributed to our chapter's steady growth.

Today's Door Prizes

Sherry Bowles announced the following door prize winners:

1. Registration to "Winning Proposals for Federal Contracts: How to Respond to a Federal Government RFP" workshop by Chuck Keller, March 24-25.

Winner: Kimbra Mertz with FIS.

2. Highly Discounted Registration to Annual APMP Conference, June 1-4 (approximately 65% off Phase 1 Registration for a savings of \$475).

Winner: John Roberts with Stanley Associates.

2010 Officers

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|-----------------------------|--|
| <i>Chapter Chair:</i> | <i>Jack Hales (St. Petersburg)</i> |
| <i>Chapter Co-Chair:</i> | <i>Sherry Bowles (Fort Walton Beach)</i> |
| <i>Membership:</i> | <i>Mike Smilnak (Tampa)</i> |
| <i>Programs:</i> | <i>Amy Stourac (St. Petersburg)</i> |
| <i>Publicity/Promotion:</i> | <i>Chuck Keller (Pensacola)</i> |
| <i>Secretary:</i> | <i>Joan Ford (Tampa)</i> |
| <i>Treasurer:</i> | <i>Martha Bergweiler (West Palm Beach)</i> |

The 2010 Chapter Chair, Jack Hales, thanked outgoing Chapter Chair, Chuck Keller, for his fine work as Chapter Chair over the last two years and for growing our chapter from a few charter members to over 100 members.

Jack shared his hopes for the future, including:

- Recruiting new members in FL and surrounding areas*
- Announcement of appointed positions*
- Our chapter's support of regional activities such as SPAC (October 29, 2010)*

- *Our chapter's support of the APMP annual conference at Walt Disney's Dolphin Resort (June 1-4 in Orlando)*
- *Appointment of assistants to elected officers*
- *Hosting the Foundation level APMP accreditation exam through an approved training organization in a central location (as the chapter did in 2009)*

Continuing Education Credits

Jack reminded the membership that attendance at chapter meetings counts for continuing education credits (CEUs), per maintaining APMP accreditation.

Today's Program

Jack introduced our speaker, Wendy Hersh. Wendy is with Willis Re, a corporation that has been in business for more than 100 years.

Before beginning her presentation, Wendy promoted a wealth of information available on the APMP website at www.apmp.org

Topic: Hide & Seek: Keeping Info at Hand to Hold Proposal Monsters at Bay

Synopsis: Showcase of numerous online resources available to aid proposal development

Key Concepts

- *How to write proposals and develop business – some open and some closed (e.g., Publication Coach)*
- *Slew of links to proposal, government, graphics, design, PowerPoint, quotes, etc.*
- *Wendy also offered 3-page list of many, many links in various categories - a handy reference tool. Also provides list of 'bonus' blogs at end. Contains many more links than in original presentation.*

Wendy's presentation and links document will be posted to the FL APMP website.

Chuck asked participants to send links of favorite websites using the 'feedback' link on the FL website – to supplement the material that Wendy provided.

2010 General Membership Meeting Schedule

2nd General Membership Meeting

Next meeting: May 5, 2010

Program: Top 10 Tips for Creating Great Documents by Colleen Jolly

Door prize: \$100 purchase credit at the APMP conference bookstore and a free copy of The Shipley Proposal Guide

Closing

Jack thanked our speaker for a terrific program and our participants for their attendance. We will post the presentation and document of links on our website.

He asked participants to email Sherry if they piggybacked or shared a computer, so that we can obtain accurate attendee information.

The March chapter meeting adjourned at 4:51 PM ET.