



Meeting Date:
November 3, 2016

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

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1. Date and Time of Meeting

General Membership Meeting was held on:

Date: November 3, 2016

Time: From 4:00 PM to 4:50 PM ET

Attendees:

Twenty four (24) people, listed below, participated in the GoToWebinar.

Last Name	First Name
Abreu	Alexandre
Bergweiler	Martha
Blakney	Betsy
Bowles	Sherry
Brockley	Amy
Burke	Thomas
Burton	Bethany
de Freitas	Carlos
Dufrene	Kristin
Evert	Dayna
Izique	Cesar
Lewis	Meghann

Last Name	First Name
Lyons	Dan
McMullen	Kristen
Mertz	Kimbra
Nichols	Ashley
Santos	Igor
Shattuck	Sandra
Siler	Jennifer
Spaits	Sharon
Taylor	Susanne
Torley	Danielle
Whitehouse	Meg
Worthington	Christy

2. Location

GoToWebinar

3. Call to Order

Chapter Chair, Meghann Lewis, welcomed Association of Proposal Management Professionals (APMP) Florida Sunshine Chapter members and visitors to the November General Chapter meeting.

4. Announcements

1. Our meetings are held virtually, and anyone is welcome to attend. Membership attendance at chapter meetings counts for five (5) Continuing Education Units (CEUs) toward maintaining APMP accreditation.

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2. At our Chapter meetings, we try to present information relevant to the Proposal Professional, expanding your tool kit, and sharing relevant experience from some of the leaders in the industry.
 3. If you are not a member of APMP, we encourage you to join. If you already are an APMP member, but have not affiliated with a chapter or wish to affiliate with our chapter, I encourage you to let us know. We will forward your request to an APMP administrator who can help you with that request. If you have any questions on affiliation, contact any chapter officer or me. You can find our contact information on the Florida APMP website. At this time, we have approximately 177 registered members through APMP.
 4. One of the benefits of being affiliated with the **Florida** chapter is eligibility for APMP Certification rebates. This rebate is designed to help offset our member's certification training expenses or the exam fee. Our chapter provides rebates for passing the following levels of certification:
 - o \$50 toward successful Foundation Level exam; maximum 5 members.
 - o \$150 toward successful Practitioner Level exam, maximum 8 members.
 - o \$200 toward successful Professional Level exam, maximum 4 members.If you are a Florida chapter member and pass your certification, be sure to apply to the Chapter Chair for your rebate. Simply email a copy of your certificate or the email confirming your passing. Once we verify that you were a member when you took the test, we will send you your rebate!
 5. Danielle Torley announced the door prize to be awarded at the end of the webinar: One (1) Shipley Proposal Guide available to members and non-members.

5. Presentation

Today we welcome Kristin Dufrene. Ms. Dufrene, CPP APMP Fellow, has been a member of APMP since 1995, served on the International Board of Directors (2013-2015), and is the current Chief Operating Officer (COO). She has 25 years of Federal capture and proposal experience and is currently Vice President of Proposal and Strategy Development at Engility Corporation, with a multi-disciplined proposal and production staff of 50+. Kristin was previously Vice President of Capture and Proposal Excellence for CACI, responsible for capture and proposal process development, training and enforcement, as well as corporate bid prioritization.

Ashley Nichols is a Director of Enterprise IT for CACI, and has nearly 20 years' experience in Federal Capture and Proposal as well Operations. After spending 13 years as a Strategic Proposal Manager, she moved into Operations where she runs a \$15M portfolio of programs with more than 100 staff, as well as continuing to lead opportunity capture activities from the line.

We will post the presentation on our chapter website soon.

6. Prize and Winner

1. Shipley Proposal Guide: Amy Brockley

7. Closing Reminders

1. We have a LinkedIn Group for the Florida Sunshine Chapter. The name of the Group is Florida APMP Chapter. We encourage you all to join our Group. You will find announcements, discussions and job postings. In our LinkedIn group jobs can be posted for states in the Southeast US, including GA, SC and NC. Our chapter's LinkedIn group has 346 members now.
2. For those of you who are used to Facebook, we have a Facebook page so please "like" us. Simply filter for Pages then type in APMP Florida Sunshine Chapter.
3. We also post announcements, presentations from previous chapter meetings, minutes and job openings on our Florida Sunshine Chapter website at www.apmpflorida.org . If you are a Florida Sunshine Chapter member who is a consultant and want to post something please contact our Publicity/Promotion Chair. Our chapter member's posting is free of charge.
4. Just a reminder that our next 2016 meeting will be held on December 8th, when we will have Alyssa Simpson Feliho, presenting on "Crafting Strong Past Performance Citations." We look forward to seeing you then.
5. The meeting adjourned at 4:50 PM ET.