



**Meeting Date:**  
**December 6, 2018**

**General Meeting Minutes Compiled by:**  
**Martha Bergweiler APMP, Secretary**

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## 1. Date and Time of Meeting

General Membership Meeting was held on:

**Date:** Thursday, December 6, 2018

**Time:** From 12:00 PM to 12:55 PM ET

### Attendees:

32 people participated in the GoToWebinar.

Last Name	First Name	Last Name	First Name
Barrientos	Pearl	McGlothlin	Amber
Bell	Debby	Murillo	Katie
Bergweiler	Martha	Nederhoed	John
Boston	Bree	Overmyer	Vincent
Burton	Bethany	Parks	Michelle
Evert	Dayna	Ramkissoon	Joyce
Feliho	Alyssa	Reedy	Marieline
Hendricks	Josh	Scott	Michele
Hite	Lauren	Shattuck	Sandra
Hope Ferris	Karen	Spaits	Sharon
Jans	Kevin	Stourac	Amy
Jennigan	Jill	Suarez	Javier
Kayes	Ashley	Templeton	Carol
Kenady	Hazel	Torley	Danielle
Lewis	Meghann	Whitehouse	Meg
Martin	Denise	Zuzack	Thomas

## 2. Location

GoToWebinar

## 3. Call to Order

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

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## 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.
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 **211** 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 \$75 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 2 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. Florida Sunshine Chapter will sponsor the 2019 Annual Bid and Proposal Conference to be held in Orlando.
6. Our Chapter Honors recognize members who have achieved advanced levels of APMP certification, certification in related disciplines (such as project and contract management), attainment of advanced academic degrees and contributions to our industry through formal presentations and proposal related publications. We are proud to announce that this year's Chapter Honors Class includes:

Melinda Antonious, CP APMP  
Certified Proposal Practitioner

Bethany Burton, CF APMP  
APMP's 2018 "40 under 40" recognition  
2018 Bid & Proposal Con Panelist: Competitive Intelligence and Intelligent Pricing



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Kevin Brown, CP APMP  
Certified Proposal Practitioner

Alyssa Feliho, CP APMP  
2018 Bid & Proposal Con Presenter: Crushing It... It's Your Life

Lauren Hite, CP APMP  
Certified Proposal Practitioner

Meghan Lewis, CPP APMP  
APMP's 2018 "40 under 40" recognition

Javier Suarez  
2018 SPAC Presentation: Making Proposals Personal

Vincent Overmyer, CP APMP  
Certified Proposal Professional

This year we recognize **Jennifer Siler** as Mentor of the Year. Jen, herself, currently holds APMP certification at the Practitioner level. In her role as Director of Proposal Services at Kforce, Inc., she has encouraged members of her team to join APMP, actively participate in its programs and to pursue APMP certifications. Jen has demonstrated to her executive leadership the value of having formally accredited resources on their team and the benefits of following industry best practices. Two thirds of her staff hold APMP certifications; more impressively, one third of her staff hold certification at advanced levels. Jen is striving for her organization to become a Proposal Center of Excellence.

The Stourac Award recognizes a member for significant contributions to the international APMP organization through outstanding service, volunteering, and mentoring within APMP raising the visibility of the Florida Sunshine Chapter within the association and the business community at large. We are pleased to announce that the recipient of the 2018 Stourac Award for Chapter Outreach is **Alyssa Feliho**, APMP Certified Proposal Practitioner. A Senior Proposal Manager for Trideum Corporation, Alyssa has actively served the APMP community as a chapter officer, member of the APMP Chapter Leader Liaison Committee and as a highly visible roving ambassador for both APMP and the Florida Chapter. Alyssa is best known for her recognition and support of APMP's non-English speaking membership. Alyssa is multi-lingual herself and has served as translator and guide to APMP's first member from Japan.

Finally, we are pleased to announce the recipient of our chapter's highest honor, the Keller Award. This award recognizes outstanding commitment and contribution to the

growth and reputation of the Florida Sunshine Chapter and to expanding the value of chapter participation to its members. The 2018 Keller Award for Chapter Service is presented to **Ruth Turman**. Currently a Senior Proposal Developer for Companion Data Services, Ruth is an APMP Certified Proposal Practitioner, a former member of the APMP International Board of Directors, currently serves on APMP's Professional Development Committee and is a Fellow of APMP. Ruth joined the Florida Chapter board of directors in 2015 with the mission of raising the visibility of the Florida Chapter within our professional community. The variety of programs Ruth has championed have made Florida one of APMP's most visible chapters, has raised public awareness of our profession within the business community at large and helped us toward recognition as the 2018 Stephen P. Shipley Chapter of the year for our commitment to our membership.

On behalf of the entire chapter board, we'd like to congratulate this year's entire class of honorees. If you would like additional information about our Chapter Honors program or would like to nominate a colleague (or yourself) for future consideration, contact our Promotions Chair Ruth Turman.

## **5. Presentation**

Today we welcomed Kevin Jans, President and Founder of Skyway Acquisition Solutions who presented "FAR 16 FAR 16: Explaining it, Following it and More".

We will post the presentation on our chapter website soon.

## **6. Prizes and Winners**

Alyssa Simpson Feliho conducted the door prize drawing.

- Shipley Proposal Guide – Alyssa
- Capability Maturity Model for Business Development – Bethany Burton
- Power Bank– Jon Nehdorhoed, Carol Templeton
- Membership Renewal – Karen Ferris
- New Membership –
- Shipley Voucher for Free Training – Shelley Scott

## **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. We have 379 members on LinkedIn.

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 have a YouTube channel and a Google+ page.
4. We post announcements, presentations from previous chapter meetings, minutes and job openings on our Florida Sunshine Chapter website at [www.apmpflorida.org](http://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.
5. Our chapter mascot, Sunny the Solicitation Turtle is always on the move. You can see Sunny's adventures by reading Sunny's Travel Blog by following the link at [www.apmpflorida.org](http://www.apmpflorida.org). If you would like Sunny to visit your location, please send an email to [Sunnyflapmp@gmail.com](mailto:Sunnyflapmp@gmail.com).
6. Our chapter's 2019 board members are:
7. The meeting adjourned at 12:53 PM ET.