

**Florida NAFME Collegiate State Executive Board Meeting
Conference Call
January 11, 2015**

- I. Call to Order: 8pm by Michael Keogh
- II. Officers in attendance:
 - a. Michael Keogh,
 - b. Marissa Kotzin,
 - c. Kristen Lichtenthal,
 - d. Melissa Roeder,
 - e. Andrew Lopez,
 - f. Chelsea Brinda
- III. Required FMEA dates/times for Executive Board
 - a. Wednesday, January 14th @ 5pm: FL NAFME Collegiate Executive Board Meeting (TCC 13)
 - b. Tri-M Q&A @ 6pm (Location TBA)
 - c. Thursday, January 15th @ 5:15pm FL NAFME Collegiate General Business Meeting #1 (TCC 20)
 - d. Saturday, January 16th @ 10am FL NAFME Collegiate General Business Meeting #2 (TCC 18)
- IV. Amending the Bylaws
 - a. Officer Update Form
 - i. Submitted each semester by each chapter's president
 - ii. Includes contact information for officers, advisors, and membership
 - iii. Failure to submit this form will result in the chapter's loss of privilege to have members run for the State Executive Board
 - b. Standardizing the time at which each chapter elects a new Executive Board
- V. Presidents' Forum
 - a. Wed. (1/14) Night after Tri-M Meeting (approx.. 7pm)
 - b. TCC Lobby
- VI. 2015 Fall Conference
 - a. Location possibilities
 - b. Members' feedback
 - c. Ideas to improve the conference for future years
- VII. GBM Procedure
 - a. Call to Order
 - b. Attendance by School
 - c. Officer Reports
- VIII. Officer Reports for GBM
 - a. President-Elect
 - iv. Recap of Presidents' Forum
 - v. Discuss State-Chapter relationships
 - vi. Procedure Changes

- b. Treasurer
 - vii. Budget
 - c. Secretary
 - viii. Communication options and procedures
 - ix. Website
 - x. Chapter Update Form
 - d. Parliamentarian
 - xi. Election Procedure
 - xii. Bylaw Changes
 - e. Advocacy Chair
 - xiii. Benefit Concert
 - xiv. Communication
 - xv. Community Involvement Award
 - xvi. Monthly Newsletter
 - f. FMEA Advisor
 - g. Old Business
 - h. New Business
 - xvii. Present Bylaw Changes
- IX. GBM #2
- a. Bylaw Changes
 - xviii. Officer Update
 - xix. Standardization of Chapters' Officer Elections
 - xx. State Officer Elections; No Need to Re-Apply to Keep Office
 - b. Officer Elections
 - xxi. Secret Ballot
- X. State Board Reimbursements
- a. State Officers will be reimbursed for hotel rooms (\$90/night), EBoard and President Dinner (\$300), travel (\$100/person), food (\$117), parking (\$38), and registration (\$45).
 - b. Officers will be staying on the Holiday Inn-West Shore
 - xxii. Shuttle is available
 - c. Check-in time on Wednesday: TBA
- XI. Meeting Adjourned at 9:20pm