

**Florida NAfME Collegiate Executive Board Meeting**  
**University of Central Florida**  
**May 10, 2014**

- I. Call to Order: 2:08 PM by Michael Keogh
- II. Officers in attendance
  - a. Michael Keogh
  - b. Marissa Kotzin
  - c. Lauren Corarito
  - d. Chelsea Brinda
  - e. Christina Bensen
  - f. Melissa Roeder
  - g. Andrew Lopez
- III. Introductions
- IV. Past Board Reports:
  - a. Treasurer: Kevin
    - i. Gas reimbursement window
    - ii. Something is weird with the budget
    - iii. May meeting will be under Melissa's budget
    - iv. \$29,820.39 is the remaining budget
- V. Parliamentarian: Lauren
  - a. Ammendments to the bylaws,
    - i. Article III section 5, revision add web/tech chair to appointed officers.
    - ii. Article IV, treasurer mandatory mid-year report at Fall Conference.
    - iii. Remove the due date of hotel reservations by the end of May
    - iv. Section 7 Advocacy Chair, just a revision
    - v. Article VII- minimum GPA requirement of 3.0
    - vi. Nominations and elections
      - 1. Revise eligibility to freshmen
    - vii. Webmaster changes
      - 1. Must be a student, can graduate mid-term, in which case the position will go up for vacancy at the next election in January
    - viii. Webmaster deadline will be June, 30 2014
    - ix. Word out to chapters through the exec board
- VI. Advocacy Chair: Chelsea
  - a. Community involvement issues, postponing to the Fall
- VII. Fall Conference
  - a. Location: University of Florida
  - b. October 24-25, 2015
  - c. We had to go with UF in order to lock in dates way in advance
  - d. Number of rooms needed?
  - e. Keynote Speaker Possibilities
    - i. Dr. Aflred Watkins

- ii. Dr. Madsen
    - iii. Dr. Richard Saucedo
    - iv. Michael Klesch
    - v. Rodney Dorsey
    - vi. Dr. David Mills
  - f. Sessions Available: 3
  - g. Leadership Training session on Friday Night
  - h. Programs
    - i. Opt to spend the money for more professional programs
    - ii. Extra pages needed for notes
  - i. Printed Poster or Banner
  - j. Chelsea and Christina to work on programs together
    - i. Deadline: August 1st
  - k. Programs to include picture of each speaker, paragraph bio, schedule of events, small map of campus, and extra pages for notes
  - l. Signs and Posters to be made and spread via social media
  - m. Get everything out early
  - n. Laminated signs directing people where to go
    - i. Assigned to Marissa
    - ii. Need 10-15
  - o. Conference Calls
    - i. Need a few leading up to Fall Conference
      - 1. August 18 at 10:30pm
      - 2. October 19 at 8:00pm
  - p. Hotel rooms
    - i. Block of 17: 3 for Executive Board, 4 for Speakers, 10 for Students
  - q. Pay the speakers
    - i. \$250 for Keynote, \$200 for all others, plus all travel and housing expenses
  - r. Does Dr. Chipman go through our budget or FMEA's?
  - s. Cost of registration \$10
  - t. Speaker Possibilities
    - i. Dr. Benedict
    - ii. Dr. Kelly Miller
    - iii. Dean Flowers
    - iv. Emily Schwartz
    - v. Dr. Chattah for theory pedagogy
  - u. Hotel suggestions at UF
    - i. Hilton (closest)
    - ii. Hamptons
- VIII. Miscellaneous
- a. Collaboration
  - b. Rewards vs. Stipends
  - c. Highlights on the Website

- d. Communication
  - e. Different venues
  - f. Total list of active chapters on the website
  - g. State Board Communication
    - i. Email megathread
  - h. Outreach
  - i. Connect with National Headquarters on Twitter
  - j. NAFME National Conference
  - k. Possible Southeast Clinic
  - l. Use National Accolades
  - m. Website
  - n. Newsletter
  - o. Chapter Meeting Minutes
  - p. USE THE WEBSITE!!
  - q. Chapter Rosters
  - r. Mid-Year report, End of Year report
  - s. Social Media
  - t. Facebook
  - u. Twitter
  - v. Instagram
- IX. New Board Reports
- a. President-Elect: Marissa
    - i. Growth through counterpart training
    - ii. Counterpart calls and reports are an effective way to make State Board more active between fall conference and FMEA.
    - iii. Chapter presidents to give monthly/bi-monthly reports
- X. Treasurer: Melissa
- a. Projected ending balance is \$30,485.39, not including changes that have been made
  - b. budget can be sent out through the website
- XI. Parliamentarian: Andrew
- a. Constant revisions of the bylaws
  - b. Teach all of the parliamentarians one version of Robert's Rules to make the January meeting easier
  - c. Bylaws standardization project
    - i. Get copies of all the states bylaws, and try and create revisions so they align with the bylaws of the state board
    - ii. Charged with creating a blank agenda template
- XII. Secretary: Kristen
- a. Collaboration with Membership Chair
- XIII. Advocacy Chair: Chelsea
- a. Community involvement needs to be more public
    - i. \$1500 reward

- b. Newsletter idea
        - i. Chelsea made a template
      - c. Twitter will be used
  - XIV. Membership Chair: Kristina
    - a. Collaboration with Kristen
    - b. Contact list, sending to the chapter presidents
    - c. Monthly/bi-monthly reports from the chapters
    - d. How many members are in each chapter
  - XV. Meeting Adjourned at 4:21pm
    - a. Second by Lauren Corarito
- 
- I. Call to Order: 4:21pm
    - a. No other reports
    - b. Vote on each amendment
  - II. Motion to revise article III section 5 as sent out via Email
    - a. Second by Michael Keogh
    - b. No discussion
    - c. Motion passes
  - III. Motion to revise article IV section 5
    - a. Second by Andrew Lopez
    - b. No discussion
    - c. Motion passes
  - IV. Motion to amend article IV section 7
    - a. Second by Melissa Roeder
    - b. No discussion
    - c. Motion passes
  - V. Motion to amend article VII section 1
    - a. Second by Andrew Lopez
    - b. No discussion
    - c. Motion passes
  - VI. Motion to amend article VII section 1
    - a. Second by Marissa Kotzin
    - b. Motion to amend the amendment
    - c. Second by Lauren Corarito
    - d. Amendment passes
    - e. Motion passes
  - VII. Motion to amend article IV section 10
    - a. Second by Andrew Lopez
    - b. No discussion
    - c. Motion Passes
  - VIII. Motion to adjourn the meeting at 4:28pm
    - a. Second by Melissa Roeder
    - b. Motion passes