

Florida NAFME Collegiate Executive Board Meeting #2
October 5, 2012
4:30pm

- I. Call to Order 4:41pm (Parks)
- II. Reading of the Minutes- Motion to waive (Sorensen/Svatek), passes
- III. Approval of the Minutes- Motion to waive (Sorensen/Svatek), passes
- IV. Reports
 - A. Immediate Past-President
 - B. President
 - C. President Elect
 - D. Secretary
 - E. Treasurer
 - F. Parliamentarian
 - Proposed article change for Article IX
 - G. Historian
 - H. Membership Chair
 - I. Advocacy Chair
 - J. Webmaster
 - K. Chapter Advisor
- V. Unfinished Business
- VI. New Business
 - A. Proposed Article Changes
 - Motion to alter Article IX (Sorensen, Svatek), passes:

Article IX- Fiscal Year and Officer Reimbursement

Section 1. Fiscal Year

The fiscal year of the Organization will cycle concurrent with the annual Executive Board meeting in May of each year.

Section 2. Reimbursement Guidelines

Executive board members will be reimbursed up to \$100 for gas required to attend mandatory NAFME Collegiate Executive Board meetings. This includes travel to FMEA, the annual meeting in May, and the Treasurer meeting, if needed. Members will be reimbursed a total of \$39 for food per day of an event. Due to the nature of varying hotel rates, lodging reimbursements will be made by the Treasurer annually.

~~Section 3. National Conference~~

~~A maximum of \$1500 shall be allotted for the NAFME Collegiate Executive Board members to attend a national conference of their choosing. This may include, but is not limited to, the Midwest Band and Orchestra Clinic and the American Choral Directors Association National Conference. If all nine members choose to attend, then the \$1500 will be distributed evenly to each member. If eight or fewer members choose to attend, then each said member will receive \$200 for reimbursement. Reimbursement will be made for the following items: Registration, Travel, Lodging, and Food.~~

Section 4. Reimbursement Procedure

Reimbursements will be made when the appropriate receipts are tendered to the Treasurer. Executive board members will have ten business days after the conclusion of an event to send appropriate receipts to the Treasurer, after ten days, reimbursements will not be made. Gas reimbursements will only be made during a certain period of time, which the Treasurer will make known to all Executive members.

Section 5. Reimbursement Policy

In the event that NAFME Collegiate board members also receive reimbursement for conferences from their university chapters, such as FMEA, those university chapters will take precedence over NAFME Collegiate reimbursement.

- VII. Announcements
- VIII. Adjourn (4:44pm)