

## Edison AFC Executive Board Meeting Minutes -5/21/13

- I. Call to Order
  - Meeting began at 3:08 p.m.
- II. Approval of minutes
  - Andre O'Leary moved to approve minutes. Dr. Mireille Lauture seconded.
- III. Treasurer's Report
  - Andre stated the treasurer's report is the same as last meeting with \$1400.00
- IV. Frequency of Meetings
  - AFC chapter meetings will continue every month, rotating general meeting and a professional development /speaker session every other month.
  - Arenthia Herren will put together a survey to determine if members would like to keep meeting on Tuesdays at 11 a.m. or move them to a different day and time
- V. Membership/Recruitment
  - Dr. Lauture stated the Welcome Team has not moved forward yet. Sue Buntic will contact Tracy in HR to make sure new member packets and applications are being given to new employees.
  - Facebook page will be created and maintained by Jennifer Young. We will need to begin collecting pictures and other content at future conferences, etc.
- VI. New Business
  - AFC pages will have to be updated for the new website
  - At Tuesday's general meeting, members will vote on what color t-shirts they would like for the July conference and other events. The choices are pale yellow, pale pink, and charcoal gray. Sue suggested paying for the shirts for those who are going to the July conference. Matt Holliday suggested t-shirts for the general members and polos for executive board members.
  - It was agreed to serve refreshments at the professional development meetings, but not at chapter meetings.
- VII. Elections
  - Dr. Edith Pendleton will head up executive board elections in September. Sue will contact her for more information.
- VIII. Survey Results
  - 20 chapter members participated in professional development survey: 70% staff, 20% administration, 15% adjunct, 5% full-time faculty. Survey results found top 3 professional development interests were:

1. Communication in the workplace
2. Leadership
3. Legislative issues in Florida education system

-Matt agreed to present a session on legislative issue. Sue will also look into having Dr. Allbritten, Marsha Kiner, Mike Brewer, and Byron Todd present in the fall.

IX. Region IV Update

- Edison donated 57 packages to the Spring Conference service project. Hillsborough Community College will ship them. Edison was recognized at the April 4 meeting for its large contribution to the project.

X. Upcoming Events

XI. Calendar

XII. Conferences

- The registration fee for the July conference is \$129.00. Sue asked that everyone going asks their immediate supervisor if they have funds to cover the registration and travel so she knows how much to ask for out of the budget. Sue will also find out when the conference registration is due.

XIII. May 28 Meeting

XIV. Open Forum

- The executive board will create a spending plan once the final budget has come out for next fiscal year.

XV. Adjourn

-Meeting adjourned at 3:52 p.m.