

**Edison State College Chapter of the
Association of Florida Colleges**

Meeting Minutes

August 8, 2013

I. Call to order

Sue Buntic called to order the regular meeting of the Chapter at 11:01 a.m. on Thursday, August 8, 2013, via videoconference.

II. Roll call

The following persons were present: Andre O’Leary, Kirsten Thompson, Mike Beane, Dr. Mireille Lauture, Sue Buntic, Dr. Edith Pendleton, Arenthia Herren, Matt Holliday, and Jennifer Young. Crystal Revak attended as a guest.

III. Approval of minutes from last meeting

A motion was made to approve the minutes from the June 11, 2013 minutes and passed unanimously.

IV. Treasurer’s Report

Andre met with Mercy Gonzalez, Payroll Manager, regarding the AFC dues increase. For audit purposes, all members with payroll deduction will need to submit a new form. Mercy provided Andre with a list of all members receiving payroll deduction and pointed out that many long term members are paying dues based on old salaries. Thus, it is a good idea to have all members complete a new form. Sue will get sample emails from AFC to send to members.

V. Open issues

- a) General Meeting Schedule. Arenthia has a Survey Monkey prepared and will send to members on August 19th to get input on the best day/time for General Meetings in the upcoming academic year.
- b) Web Page. The College web site has been updated. Kirsten prepared a list of revisions to the Chapter web page for review. Instead of going through each recommended update, Kirsten will send to all executive members for their input.
- c) Table Covers. It was recommended that we hold off on purchasing a table cover at this point. We can use a plain colored cover temporarily with a printed banner or sign.

VI. New business

- a) Professional Development Meeting. The August 27th Professional Development Meeting will feature Matt Holliday providing information on legislative updates. Arenthia will create a flyer and send out college wide. Campus Representatives will provide water and cookies. Petty Cash Reimbursements or Check Requests can be scanned and emailed to Andre O’Leary for approval.
- b) Membership Committee. Crystal Revak was voted unanimously to chair the Membership Committee. Crystal will be in charge of establishing a committee to develop and implement a plan to meet committee objectives as stated in the bylaws.
- c) Membership Tables. The Chapter will have a membership recruitment table at the Convocation, tentatively scheduled for September 27th. Tables are also being reserved at the Benefits Expo. The Benefits Expo will be held October 22nd at Lee, October 23rd at Charlotte, and October 24th at Collier.
- d) Love That Dress. Studio Edison is sponsoring a collection of dresses for the annual Love That Dress campaign, benefiting PACE Center for Girls. Donation boxes are located on the Lee and Collier campuses. Donations at Hendry Glades and Charlotte can be given to the Marketing Representative, who will get them to Lee.
- e) Elections Committee. In the absence of a President Elect, Dr. Pendleton will chair the elections committee. The bylaws require that an elections committee be formed by the second week of August. Nominations will be accepted between September 1st and 30th. The electronic ballot should be distributed within 10 business days from the close of nominations, which would be October 14th.

VII. Region IV Updates

None

VIII. AFC Updates

None

VII. Adjournment

Sue Buntic adjourned the meeting at 11:46 a.m.

Minutes submitted by: Kirsten Thompson

Minutes approved by: [Name]