

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

December 4, 2013

I. Call to order

Sue Buntic called to order the regular meeting of the Chapter at 11:24 a.m. on Wednesday, December 4, 2013, via videoconference.

II. Roll call

The following persons were present: Sue Buntic, Jennifer Young, Mireille Lauture, Antranette Forbes, Michael Beane, Kirsten Thompson, Arenthia Herren, and Matt Holliday. Crystal Revak attended as a guest.

III. Approval of minutes from last meeting

A motion was made to approve the minutes from the November 6, 2013 minutes. The motion passed unanimously.

IV. Treasurer's Report

Antranette reported that the current balance in the Chapter account is \$1,162.47. She is still reconciling the travel budget with AFC convention travel reimbursements.

V. Open issues

- a) Chapter elections. Three bylaws article amendments were approved by the membership. The following members were elected to the executive board for 2014: Sue Buntic – President; Kirsten Thompson – Secretary; Antranette Forbes – Treasurer; Edith Pendleton – Parliamentarian; Mike Beane – Charlotte Representative; Tom Buckingham – Collier Representative; Arenthia Herren – Hendry Glades Representative; Mireille Lauture – Lee Representative; Jennifer Young – Public Relations Representative.
- b) General Meeting Schedule. The general meeting dates for Spring semester are January 28, April 29, and June 24.
- c) Professional development meeting dates are February 25, March 25, and May 27. A large room is not available on May 27 so the date will be changed to May 20 if a room is available on that day. A presenter is needed for the February meeting. Options include Myra Walters to discuss diversity or income tax returns. Teresa Morgenstern will present on public relations and

the name change on March 25. Matt Holliday will provide legislative updates at the May meeting.

- d) Facebook. We are approved to create a Chapter Facebook page as long as we don't create a custom url until the college name change is complete. Jennifer will begin putting the page together.
- e) Fundraising Committee. Ron Jones, Jessica Bellman, Kirsten Thompson, and Mike Beane have expressed interest in getting the Fundraising Committee established. Jessica Bellman will be asked to facilitate this initiative.

VI. New business

- a) At the November general meeting, a member suggested sending Outlook appointment requests as reminders for the general meetings. The membership supported this idea. The Chapter secretary will send out the Outlook requests.
- b) Website. The Chapter web page needs to be updated with new officer information.
- c) President Elect. The Chapter needs to identify a President Elect for 2014 to ensure a smooth transition for the Chapter in 2015. At the next executive meeting, nominations will be presented and a vote taken.
- d) 2014 meeting dates. The January and March meeting dates fall on days the college is closed. Due to other conflicts, the board would like to change the meeting dates to the 2nd Wednesday from 11:30 – 12:30, pending availability of videoconference rooms.
- e) Arentia reported that the student she nominated for Chancellor Student of the Month, Crystal Gomez, was selected for December.

VII. Membership Committee Update

- a) Crystal reported that we currently have 141 members
- b) One additional committee member is being recruited from Lee.
- c) AFC will send an updated membership list on December 15th. Crystal will verify the member information accuracy.
- d) The AFC presentation in new employee orientation is being moved to the morning agenda which will include new part time employees. The time limit will be 15 minutes instead of 20, which is sufficient for the presentation.
- e) Sue will request to get on the February 7th Faculty Senate agenda to give a presentation on AFC membership.
- f) In January, Crystal will implement a marketing campaign toward faculty and staff that are not current members.

VIII. Region IV Updates

Sue was elected to serve as Region IV Director Elect for 2014, making her the Region IV Director in 2015.

IX. AFC Updates

AFC Vice President Election. The election for Vice President of AFC resulted in a tie. A new ballot is being sent to all who voted for a re-vote. If another tie results, the winner is determined by a coin toss.

Eleven members attended the annual AFC Convention in Orlando November 13-15. Edison received several awards:

- Sue Buntic received the Region IV Excellent Leadership Award.
- Crystal Revak and Kirsten Thompson received Region IV Unsung Hero Awards.
- The chapter received the 2013 Membership Award for “Greatest Percent Increase of Members Over Previous Year” across all 28 Florida state and community college AFC chapters.
- Dr. Mireille Lauture was selected as a finalist in the Student Development Commission’s exemplary practice presentations for her program Conversation Café.
- Studio Edison State received six AFC Communication and Marketing Commission awards. In the Direct Mail Piece/Campaign category, Studio Edison State placed third for its Open House direct mail postcard and second in the Article/Story Pitch Resulting in Publication category for the article “Edison Student Morgan Pepitone is First Hendry County Woman to Attend West Point.” Studio Edison State also swept the Advertising-Print category placing third for the print advertisement Your College, Your Community, placing second for the print advertisement Go Higher, Get Accepted, and first for its GreenFest Expo print advertisement.
- Finally, the newly redesigned college website received second place in the Website category.

Matt will request to get this information on the January Board of Trustees agenda.

Adjournment

Sue Buntic adjourned the meeting at 12:04 p.m.

Minutes submitted by: Kirsten Thompson

Minutes approved by: [Name]