

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

December 11, 2012

I. Call to order

Sue Buntic called to order the regular meeting of the Chapter at 11:14 a.m. on Wednesday, December 5, 2012, via videoconference. Technical difficulties delayed the start of the meeting.

II. Roll call

Sue Buntic conducted a roll call. The following persons were present: Sue Buntic, Andre O'Leary, Kirsten Thompson, Michael Beane, Dr. Mireille Lauture, Arenthia Herren. Matthew Holliday and Dr. Edith Pendleton were excused.

III. Approval of minutes from last meeting

NA

IV. Open issues

- a) Temporary Executive Board Appointments. Matt Holliday is meeting with Dr. Allbritten on December 12, 2012 for approval of the temporary Executive Board appointments.
- b) By-laws. A final review of the by-laws was completed. A motion was made and approved to defer a vote on the draft by-laws until the next Executive Board meeting, at which time the appointments will be official. Once approved, the by-laws will be sent to AFC.
- c) AFC Visit. An agenda for the AFC January 15, 2013 membership drive meeting has been created and distributed. The time has not yet been finalized. Options are 2:00 pm – 3:30 pm, 10:00 am – 11:30 am, and 9:00 am – 10:30 am. The meeting will be held at Lee AA-177 and video conference to Charlotte O-117, Collier M-201 and Hendry/Glades TBA. Once the time is determined, Dr. Allbritten will send a college wide e-mail and the Chapter will send an invite. Kirsten agreed to create the invite. The invite and flyers will be sent on January 3rd after returning from break.

V. New business

- a) Calendar. Executive Board meetings were set for the 2nd Tuesday of each month at 11:00 am. General Membership meetings were set for the last Tuesday of each month at 11:00 am. Other items added to the Chapter calendar include the AFC Leadership Conference on January 31-February 1; Region IV Spring Conference on April 5; Student Development Commission Conference on May 14-16; and Membership Development Conference on July 11-12 in Cape Coral. At the January Executive Board meeting, all officers should be prepared to add other dates to the calendar.
- b) Membership. Methods to reach new members were discussed. Charlotte, Collier and Hendry/Glades feel that a flyer and membership application in each mailbox, as well as word of mouth, would work best. Dr. Lauture recommended a portal announcement and possibly a table in the cafeteria would be best at Lee. She will try to get something in each mailbox as well but they have numerous mailbox location throughout campus.
- c) Logo. Sue will contact Teresa Morgenstern to have the new staff graphic designer create Chapter logo ideas.

VI. Adjournment

Sue Buntic adjourned the meeting at 12:00 p.m.

Minutes submitted by: Kirsten Thompson

Minutes approved by: [Name]