

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

February 12, 2013

I. Call to order

Sue Buntic called to order the regular meeting of the Chapter at 11:13 a.m. on Tuesday, February 12, 2013, via videoconference.

II. Roll call

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

III. Approval of minutes from last meeting

Herren made a motion, seconded by O’Leary to approve the minutes from the January 8, 2013 Executive meeting.

IV. Treasurers Report

Approximately \$250 was expended for refreshments at the membership recruitment event. No other funds were expended, leaving a balance of approximately \$1,800. Exact figures will be provided at the next meeting.

V. Open issues

- a) A Collier Campus Representative has not yet been identified. Sue is focusing on faculty to increase their participation in AFC.
- b) Discussion on how to communicate with the membership. One option is to create a group accessible via the portal with the downside being the upcoming change in web format. Another option is to create a Canvas page for communication with the downside being that is a lot of work if it will only be used for communication. It was decided to create a portal e-mail group. Andre will coordinate with IT.
- c) Calendar and events. Continue to provide input on additions to the Chapter calendar. Sue indicated that Matt is looking into travel funding so members can attend the April 15th Region IV conference at Hillsborough Community College.

VI. New business

- a) Kirsten is working on reorganizing and updating the Chapter web page. A draft was provided and reviewed. Instead of a list of names and contact information for officers, the board decided to include a photo and bio for each officer. Mike will send everyone a sample. Photos and bios should be sent to Kirsten.
- b) We will be purchasing AFC logo shirts for each officer and a table cloth for each campus. Sue will obtain quotes for both a polo style and button down style shirt. The style and color will be selected at the next meeting.
- c) Campus Representatives should forward General Meeting sign in sheets to Kirsten to include attendees in the minutes.

VII. Region IV Updates

- a) As the Chapter president, Sue is part of the Region IV executive board which meets via conference call monthly. The first meeting will be February 12, 2013 and she will provide updates on what is occurring at the regional level.
- b) Sue nominated Kirsten to participate on the Region IV by-laws committee.
- c) Sue provided copies of the Region IV operational plan, newsletter, chapter reports, and service projects. The Chapter will need to discuss how involved we want to be. There was discussion that we should focus on membership and active participation first so it isn't the executive board doing all of the work.

VIII. Adjournment

Sue Buntic adjourned the meeting at 12:01 p.m.

Minutes submitted by: Kirsten Thompson

Minutes approved by: [Name]