



F.S.E.A.

Post Office Box 1617, Tavares, FL 32778

Board of Directors Meeting Agenda July 18, 2017 9:00 am

1. Call to Order 9:05 am
2. Roll call
 - a) President - John Moorman - present
 - b) Vice President – Steve Arms - present
 - c) Treasurer - Robin Cook - present
 - d) Secretary - Cathie Catusus - present
 - e) Region 1 – Colin Wright - present
 - f) Region 2 – Nick Evans - absent
 - g) Region 3 – Donna Christopher - present
 - h) Region 4 – Terry Hornsby - present
 - i) Region 5 – Keith Kibbey - present
 - j) Region 6 – Juan Manzano - absent
 - k) Past President – Dave Murto - absent
 - l) Guests
3. Opening remarks – John Moorman – let’s get moving on the agenda
4. Approval of May 9, 2017 meeting minutes (sent out via e-mail– no comments received – final minutes attached for approval) **Motion** Keith, 2nd Robin – approved unanimously
5. Secretary’s report – Cathie Catusus – no report
6. Treasurer’s report – Robin Cook – see attached reports **Motion** Cathie, 2nd Keith – approved unanimously
7. Regional Directors’ reports – not required for this meeting – Cathie – just remember need 6-8 weeks to prepare especially if want CEUs, John – south Florida field workshop?, Keith – he and Terry working on Ethics
 - a) **Region 1 – Colin Wright –**
 - b) **Region 2 – Nick Evans -**
 - c) **Region 3 – Donna Christopher –Wet Chemistry Workshop July 27.**
 - d) **Region 4 – Terry Hornsby –**
 - e) **Region 5 – Keith Kibbey –**
 - f) **Region 6 – Juan Manzano –**

12. Committee reports (Bylaws Article VI, Section 11: **Committee Reports**. All Committee Chairmen shall submit to the Secretary, comprehensive reports of the committees' activities.)

- a) Nominating Committee – Steve Arms –need to start working on nominations – send out notice that we are soliciting nominations next week, not sure Lovie will be able to participate but he will contact her to confirm, Teresa Colon expressed interest in being on committee (Donna asked that Steve contact her prior to contacting Teresa)
- b) Bylaws Revision Committee – Keith Kibbey –
- c) Host and Program Committee – Cathie Catusus
 - i) Spring Meeting Evaluation forms - overall good feedback on the meeting; we need to re-evaluate the Friday forum – possibly post questions and answers to the website after the meeting. **Discussion:** Robin – may not get away from ambiguous answers at forum, Colin – afterwards follow-up might be good, Cathie – cut-off questions on Thursday evening?, extend length of time for forum, e-mail out for forum questions ahead of time
 - ii) Fall meeting – committee meeting July 19th to review abstracts, started working on location for 2018
- d) Membership Committee – **need chair** – John would like to talk about reauthorizing that committee to meet the goals of its charter. Discussion: John - Bylaws say plan and execute membership drives, what he's seen is more socials with members attending, target organizations that may benefit from membership. Main goal to attract new members. Social media plays a role – engage more on social media. Key to attracting younger members. Try to get some of our younger members on committee. Cathie – has anyone talked to Vance – John spoke briefly with him, will follow up. Socials are not a bad idea – member retention is important as well.
- e) Professional Relations Committee – Catherine Katsikis –
 - i) Website Committee – Lyle Johnson – John – website is working awesomely
- f) Steering Committee – Dave Murto –
- g) Executive Committee – John Moorman –
- h) Field Sampling Committee – ad hoc – Silky Labie – tentative date Sept. 13th
- i) Mentoring Committee – ad hoc – Lovie Hudson – John will reach out to her, Keith said she is out of state
- j) Policy Committee – ad hoc – Keith Kibbey – Keith new chair, nothing new

13. Old Business

- a) Membership draft policy – referred to Policy Committee
- b) Robin – increase contribution to the reserve, auto withdrawal of \$200 from checking to savings, low water mark around \$45,000 - \$50,000, we can afford to increase contribution

to reserves, around \$8,500 in reserve account now, or we could do other things, could increase transfer to \$500 range or invest in long-term certificate, have funds available to do membership drive, science fairs come out of general account not student account. Robin recommendation – increase auto transfer to \$500 monthly, once enough in reserve then look into long term investment. Motion to auto-transfer \$500 by Keith, Donna 2nd – passed unanimously. Robin will set it up to begin next month.

14. New Business

- a) Facebook page – to drive more people to like our page, would like to run a promotion ex. once we reach 250 likes all those that liked our page entered into a random drawing for \$50 gift card. Discussion – John – having more of a social network presence is important. We should do some promotion at the meeting, add to slide show during meeting. Cathie – LinkedIn is working well. Steve – why is this important? Cathie - They can see activity on the page. John – Facebook is not as important for younger generation. Instagram/snap chat more for younger members. Cathie – if we want an Instagram/snap chat it can be set-up. Keith – explore the other mediums. John – worth looking into. Keith – what about twitter. **Motion** – Keith, Robin 2nd – discussion – John – does the \$50 go to a non-member if they are selected? Cathie – Could do a free membership instead, **Motion amended** to provide a one year membership to the random winner - passed unanimously
- b) Jeff Flowers – 62-160 update

15. Closing remarks and scheduling for next meeting –

- a) The next Board of Directors' meeting will be on August 15th 9:00am

16. Adjournment 10:06am