



# F.S.E.A.

Post Office Box 1617, Tavares, FL 32778

## Board of Directors Special Meeting Draft Minutes October 26, 2017 12:00 pm

1. Call to Order 11:58
2. Roll call
  - a) President – Robin Cook -present
  - b) Vice President – John Moorman -present
  - c) Treasurer - Robin Cook -present
  - d) Secretary - Cathie Catusus -present
  - e) Region 1 – Christy Draper -present
  - f) Region 2 – Nick Evans -present
  - g) Region 3 – Donna Christopher -present
  - h) Region 4 – Terry Hornsby -present
  - i) Region 5 – Janelle McClure -present
  - j) Region 6 – Juan Manzano -present
  - k) Past President – Dave Murto -present
  - l) Guests –
3. Opening remarks – Robin Cook – she plans to continue what John started with working SOPs and policies, she thanked everyone for wanting to be involved. We need a Treasurer to fill the vacancy left by her being elected President. During the transition John will continue in a presidential role for all financial transactions.
4. Office Depot purchasing cards – this is used for account billing, just show the card at the register, you do not have to pay. Please give the PO R? (fill in your region number in the ?)
5. Treasurer vacancy – the executive committee vetted a potential replacement for Treasurer and their recommendation is Keith Kibbey. **Motion to accept Keith made by Dave, 2<sup>nd</sup> by Juan. Passed unanimously.**
6. Contracted Manager contract renewal discussion – (Cathie left the room, minutes on this portion of the meeting taken by John M. ) **Motion to accept the contract made by Donna, 2<sup>nd</sup> by Keith. Discussion about the contract lead to amending the contract to \$775 monthly and \$22.50 hourly. Motion to accept with amendments by Donna, 2<sup>nd</sup> by Keith. Passed unanimously. Motion for \$750 bonus made by Juan, 2<sup>nd</sup> by Terry. Passed unanimously.**
7. Adjourn 12:15