



F.S.E.A.

Post Office Box 1617, Tavares, FL 32778

Board of Directors Meeting –Meeting Minutes April 15, 2020

1. Call to Order 10:35am
2. Roll call
 - a) President - Robin Cook - present
 - b) Vice President – John Moorman -
 - c) Treasurer – Keith Kibbey - 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 -
 - j) Region 6 – Juan Manzano -
 - k) Past President – Dave Murto -
 - l) Guests – Catherine Katsikis
3. Opening remarks – Robin Cook. Touch base and see where everyone is. Cathie is only one working in the office, everyone else is home. TNI not meeting until August – but floating idea of virtual meeting and watching what is going on. If we do meeting in July we need to be prepared to take a hit possibly. Cathie – don't need to make the call until mid May. Robin – move board meeting up a week to May 13th.
4. New business –
 - a) EPA ruling regarding utilities to do best they can to meet compliance but if can't due to COVID-19 then document.
 - b) Virtual meeting options – Cathie looked into Zoom, Microsoft Teams and Go To Meeting. Robin – needs to be able to be password protected, how to verify only one person registered. Cathie – individual certificates. Robin – can we offer group rate? Catherine – Adobe program but not sure what capacity is. Microphones off but chat enabled. Robin – since Christy wants to do this maybe she could moderate and get questions through chat so instructor could teach. Cathie – survey to members to see which platform they could use Microsoft Teams vs. Zoom
 - c) Christy looking into Ethics workshop in June.
 - d) Cathie – Janelle's workshop for May? Do it virtually or cancel
 - e) Terry – got quote from Michelle from A2LA as our paid trainer, we would collect registration and host class. Cathie – if similar workshop then need to coordinate and only do one for all members.
 - f) From Robin - **Action plan** – can Silky do it virtually for that date, if so open to all members. Catherine – maybe Silky can split time with Michelle.
 - i) Cancel class
 - ii) Silky does it in May and we go with who we have registered
 - iii) Terry does her workshop in July (Catherine – having two different instructors on different dates should work, Keith let people know both dates/instructors at the same

time)

- iv) Donna – full day virtual would be tough
 - v) Cost per session – must still be member; need to have cost for instructor, manager, platform cost (\$50-100), if instructor quotes come in between \$1000-1500 then \$75 for ½ day session is a good price.
8. Closing remarks and scheduling for next meeting –
- a. The next Board of Directors' meeting will be on May 13, 2020 10:30am via Zoom or Microsoft Teams
9. Adjournment 11:34am