



F.S.E.A.

Post Office Box 1617, Tavares, FL 32778

Board of Directors Meeting Minutes July 15, 2020

1. Call to Order 10:32am
2. Roll call
 - a) President - Robin Cook - present (late)
 - b) Vice President – John Moorman - present
 - 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 - absent
 - h) Region 4 – Terry Hornsby – present (late)
 - i) Region 5 – Janelle McClure - present
 - j) Region 6 – Juan Manzano - present
 - k) Past President – Dave Murto – present (late)
 - l) Guests
3. Opening remarks – Robin Cook – (Keith was running meeting at this point and had none)
4. Approval of June 17, 2020 meeting minutes – sent out via email on 6/24/2020 **Motion to approve by Christy, 2nd Janelle – approved unanimously**
5. Secretary’s report – Cathie Catusus – not needed for this meeting
6. Treasurer’s report – Keith Kibbey– not needed for this meeting
7. Regional Directors’ reports – not needed for this meeting
 - a) **Region 1 – Christy Draper** – workshop July 28th, 42 for AM session so far, 20 for PM
 - b) **Region 2 – Nick Evans** –
 - c) **Region 3 – Donna Christopher** –
 - d) **Region 4 – Terry Hornsby** –
 - e) **Region 5 – Janelle McClure** –
 - f) **Region 6 – Juan Manzano** – likes the virtual options
8. 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** – John Moorman – elections for Treasurer, Secretary, Region 2, 4, and 6 this year. Need to send out call for nominations by mid-August. Election in early September.

- b) Bylaws Revision Committee – John Moorman – not needed for this meeting
 - c) [Host and Program Committee](#) – Cathie Catusus
 - i) Virtual Fall meeting 2020 – discussion about how it will look. (See attached document.) Christy – ok with all in one week or over 2 weeks. Robin - How are we going to manage from our end? Is it better for someone (Cathie) to take off work a week or spread it out over 2 weeks to host? Cathie – already take off for in person conference so not an issue. John – treat it the same way we handle regular meetings, have a lead in the room and Cathie is available as needed. Robin – how do we breakdown fees (mentor, scholarship)? Go with \$400 fee with \$100 to scholarship fund. John - do we have a way to make sure they visit the vendors? Cathie – can create a website scavenger hunt. Nick – what happens if we get a lot that want to sponsor? Cathie – we have 18 spots in breaks and between sessions. Christy – likes live option so they can answer questions. Cathie – easier for us if pre-recorded. Robin – how long do we keep them? Cathie – until next meeting.
 - ii) Received signed addendum from The Plaza (Daytona) moving dates from 2020 to 2022.
 - d) Membership Committee – not needed for this meeting
 - e) Professional Relations Committee – Catherine Katsikis – not needed for this meeting
 - f) Steering Committee – Dave Murto – not needed for this meeting
 - g) Executive Committee – Robin Cook – Robin signed the addendum for Daytona Plaza, Keith – finally got back the money from check that student cashed twice.
 - h) Field Sampling Committee – ad hoc – Silky Labie – not needed for this meeting
 - i) Policy Committee – ad hoc – John Moorman – not needed for this meeting
 - j) [Virtual Training Committee](#) – ad hoc – Christy Draper
 - i) WebEx training session/SOP review
9. Old Business
- a. Membership draft policy, speaker reimbursement policy and records retention policy– referred to Policy Committee
10. New Business
11. Closing remarks and scheduling for next meeting –
- a. The next Board of Directors’ meeting will be on August 19, 2020 10:30am
12. Adjournment 12:02pm