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| Minutes***fccdlogo*** | **FCCD State Board****1st Quarterly Meeting**November 2, 2018  *Location: Trump National Doral, Miami* |
| **Chapter Presidents/Proxies:** The following Chapter President/Proxy were presentCathy Aylstock – Chapter 1 Alice Sims– Chapter 2 (Proxy) Cassandra Williams – Chapter 3 Sheri Cole- Chapter 4 (Proxy) Michelle Willforth– Chapter 5 Janine Cannon – Chapter 6 Juanita Beason - Chapter 7 (Proxy) Sara Baldridge – Chapter 8 Mark Strach– Chapter 10 Yasmin Swearengin – Chapter 12 Jackie Johnson – Chapter 17 (Proxy) Shannon Johnson – Chapter 18 Donna Bolton – Chapter 20 Karen Colon – Chapter 27 John Cameron – Chapter 30 Mary Maiocco – Chapter 31  |

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| **Welcome & Call to Order…………………………..……………….…………..….President Mike Page**  |
| * President Page welcomed everyone to the Trump National Doral, Miami, Florida.
* Prior to quorum being established Parliamentarian Jim Currington, reminded the group that our organizational constitution calls for 40% of Chapter Presidents being present at any meeting to establish a quorum. Approval or voting must be made by voting members only, which are Chapter Presidents, Past Presidents, and Executive Board.
* Roll Call was conducted by Treasurer Carol Starling of the Chapter Presidents to establish a quorum. A quorum was established, and President Page called the 3rd Quarterly Board Meeting to order @ 1:10 pm.
* Pledge of Allegiance led by President Mike Page.
* Opening Prayer was offered by Treasurer Carol Starling.
* President Page introduced Trump Doral Representative, Peter Venal, who gave a brief welcome and overview of the hotel its history and the amenities offered.
* President Page introduced the Executive State Board: President Elect – Shelley Liddle, Immediate Past President – Tammy Marcus, Treasurer – Carol Starling, Executive Director Gina Giacomo, Executive Secretary – Rob Lingis, and Administrative Assistant – Debbie Kissane. Mr. Page explained that due to issues in Tallahassee, Secretary Alice Sims could not be present.
* President Page introduced Aundrea Hannah from Star and Shield to make a presentation on the Win-Win campaign going on until December 31, 2018. President Page encouraged everyone in attendance to work with Ms. Hannah today and tomorrow and participate in this program to help FCCD. He further encouraged Chapter Presidents to also go back and promote the program to their Chapters.
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| **President Report……………………………………………………………………………….…Mike Page**  |
| * President Page advised the group that our state-wide project this year will be on Veterans, and specifically, female veterans. He stated that Donna Wiebe, Mark Danford, and Rick Orzechowski will be working on our community service projects this year.
* President Page presented the Membership Competition for this year which will include weekends at the Lexington in Jacksonville and the Shores in Daytona. Whichever Chapter enrolls the most new members, over 15, will be awarded the weekend stays at the 2nd and 3rd Board Meetings. At the conference, a full scholarship will be awarded to the Chapter who brings in 50 new members. All the contest information will be placed on the web site.
* President Page recognized Maria DiBernardo who introduced the training speaker, Doctor Carolina Montoya, Clinical Psychologist. Dr. Montoya presented excellent training concerning Veterans issues and Veterans interactions in the Criminal Justice System.
* President Page recognized candidates running for State Secretary and offered time for them to give presentations. Candidates Tim Strickland, Hope Simpson, and Paulette Julian gave presentation and Maria DiBernardo read a letter from candidate Raul Banasco. Candidate Dr. Laura Bedard withdrew her name from the nominations.
* President Page recognized and thanked everyone who brought items for the families in West Florida affected by the recent hurricane and for the items collected for the state-wide project for Veterans. He recognized Donna Weibe who gave update of items received and where they would go. Mark Danford gave information on how to best determine which Veteran’s organizations actually help veterans the most. He cautioned Chapters to promote and help those who give service and value. Utilize the local veteran’s groups and the Florida Department of Veterans Affairs to find the right charity organizations in your area.
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| **President Elect Report………………………………………………………….…………. Shelley Liddle** |
| * President Elect Liddle stated that she is working on finalizing location for 2019-2020 institute. She is also looking for volunteers for committee chairs. She can be reached at lidshell@gmail.com
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| **Secretary’s Report…………………………...…...….….………………Secretary Alice Sims (absent)** |
| * The 4th Quarterly Board Meeting minutes were presented by Treasure Carol Starling. An error was noted in the Welcome and Call to Order Section, that 3rd Quarterly Board should read 4th Quarterly Board. Corrections noted. Motion to accept the minutes as written (with correction) was made by Donna Wiebe and seconded by Maria DiBernando. Motion passed unanimously.
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| **Treasure’s Report…………………………...…...….….…………………………….……Carol Starling** |
| * Treasure Starling stated that, First Florida Credit Union CD contains a balance of $53,952.30. The First Florida Credit Union checking account has a balance of $10,806.84 and the First Florida Credit Union Prime Share has $654.02, for an overall total of $65,413.16.
* Treasure Starling read letter from Fred Schuknecht, Chairman Foundation and Fiscal Review, concerning his review of our financial status. Discussion was held concerning the letter and the Executive Board’s steps to remedy the issues noted by Mr. Schuknecht so that our organization will not be in this situation again.
* Motion to accept Treasure Report made by Janine Cannon and seconded by Yasmin Swearengin. Motion passed unanimously.
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| **Past President Report…………………………………………………………………….Tammy Marcus** |
| * Past President Marcus reminded the group that as part of Chapter Effectiveness they must submit nominations for State Board positions by January 15th to her.
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| **Executive Director Report…………………………………………………………….……Gina Giacomo** |
| * Executive Director Giacomo stated there was not a lot to report right now concerning the Institute. She stated will be coordinating hotel accommodations so any problems with hotel need to come to her to be fixed. She further encouraged everyone to register early for the Institute and also make their reservations for the next board meeting in Jacksonville at the Lexington as quick as possible.
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| **Executive Secretary Report….…………………….…………………………….………….… Rob Lingis** |
| * Executive Secretary Rob Lingis requested that everyone look at their membership and let him know if someone is not showing up. He also reminded group to ensure form is completed with people first number and signature.
* He advised group that there were remaining chapter rebate checks still outstanding from last budget year. These checks must be paid out by beginning of the next board meeting.
* Mr. Lingis asked the group to please review and help clear out the Chapter ‘0’ membership. He further advised that overall membership is again declining. He reminded that membership dues can be paid on line at our website.
* Executive Secretary Lingis reported that the website is up and running. That everything pertaining to FCCD will be on the site. After tomorrow the By-Laws will be posted. Anything the Chapters need posted need to be sent to Shelley Liddle who will ensure the information is placed on website.
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| **Administrative Assistant……………………….………………………………………. Debbie Kissane** |
| * Administrative Assistant Debbie Kissane asked everyone present to please sign in on appropriate sheets going around the room.
* She further reminded everyone that all articles for the Councilor are due by November 8th.
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| **Day One Meeting Conclusion** |
| Meeting was tabled for the day at 4:30 pm by President Page and will reconvene at 8:30 am tomorrow morning November 3, 2018.  |

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| **Day Two Meeting Reconvened** |
| President Page reconvened the 1st Quarterly Board Meeting at 8:35 am. |

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| **President Report………………………………………………………………………….…….Mike Page**  |
| * President Page welcomed everyone back for the second day of the board meeting.
* President Page thanked his committee chairs for volunteering their time to assist.
* President Page reminded everyone to get with Star and Shield before leaving and get insurance quote.
* President Page recognized Donna Weibe who introduced Michelle Zelinski who is the Woman’s Veterans Manager for VA in Miami. Ms. Weibe informed the group that we were giving Ms. Zelinski a check for $610.00 and $850.00 in donated items for the Veterans. Ms. Zelinski gave a presentation on Veterans, with a focus on female veterans.
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| **Chapter President Reports**  |
| * During both days Chapter Reports were presented by:
	+ Chapter 1
	+ Chapter 2
	+ Chapter 3
	+ Chapter 4
	+ Chapter 5
	+ Chapter 6
	+ Chapter 7
	+ Chapter 8
	+ Chapter 10
	+ Chapter 12
	+ Chapter 18
	+ Chapter 20
	+ Chapter 27
	+ Chapter 30
	+ Chapter 31
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| **Committee Reports** |
| * Vendors - Michelle Jordan, Michelle Whitworth, Hope Simpson
	+ Ms. Whitworth presented information on how activity was scheduled for vendor area in past. She asked the crowed if they liked the current way of encouraging visitation to vendors; the stamp the card method? If not were there any suggestion as to another contest type way of doing so? Any suggestions and input would be greatly appreciated.
	+ She further stated that anyone with a contact for any business or entity that may want to participate, please provide information and they will contact. That all business that have something to offer our participants are welcome.
* Institute Training – Dr. Laura Bedard
	+ Dr. Bedard stated that she is in the process of looking for dynamic presenters from all areas such as Juvenile Justice, Corrections, and Law Enforcement. Trainers such as Kerry Hill from Florida Sheriff’s Association and others have already agreed to be presenters. Our Keynote Speaker will be the first female US Marshall.
* Councilor Coordinator – Kerry Cotton
	+ Ms. Cotton stated she has started receiving articles from the Chapters. She asked that all pictures submitted be high resolution. Candidates running for office must get their information to her by November 8th. Please send to kelliecotton613@yahoo.com
* Local Coordinator – Maria DiBernardo
	+ Ms. DiBernardo stated she is putting together lots of local stuff to do. Please contact her with suggestions 305 342-5540.
	+ The members of the Honor Guard were discussed. There was a suggestion for possibly a larger, mixed agency group, which will be considered.
* Re-Organization Chair–Mike Rathmann
	+ Has been working on issue and will have recommendations by the next board meeting.
* Membership – Carol Starling
	+ Ms. Starling discussed “Inactive” chapters that still have members showing on the books, but do not have a board presence. Members were asked to please help identify area persons who may want to participate and help rejuvenate the chapter.
* Institute Equipment Manager – Tim Strickland
	+ Mr. Strickland stated that for the most part we have all the equipment needed. Trainers need to work closely with him to ensure everything is available when needed.
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| **Old Business** |
| * President Page informed the group that the liability insurance mentioned previously at several meetings was now being purchased. He clarified that Chapter activity comprised of members only is covered by what the Board has purchased, but any event that targets the public as participants must be covered by the Chapter individually. The event insurance is relatively inexpensive, and quotes can easily be obtained through Star and Shield.
* President Page informed the group that we do have a legal advisor, Mr. Lou Vargas. Mr. Vargas was a long-time member of FCCD and was our legal advisor in prior years. Mr. Vargas is reviewing the contract for the Liability Insurance and a letter will go out to all the Chapters outlining our coverage and the requirements for Chapter events.
* President Page asked the group if there were any questions concerning the letter by Mr. Schuknecht which was read yesterday in regard to the Foundation Account. There were no questions from the audience.
* President Page stated that the By Law change discussed and tabled for 30 days at the 4th Quarterly Board meeting need to be concluded at this meeting. President Page read current language and then the language of the proposed change. Changes are basically that the wording of President Elect was added as addition to President in some areas affecting business and also added was the requirement of “approval” by simple majority instead of the Board just reviewing contracts. A chance for additional discussion was given; no discussion was offered. Karen Colon made a motion that the By Law change be accepted, motion was seconded by Mary Maiocco. Motion passed unanimously.
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| **New Business** |
| * President Page asked the group to review the Proposed Budget for 2018- 2019. He stated that the budget is dynamic and is our goal. In this document a line item was overlooked. The rental on the equipment storage facility is an expense item of $1200.00. President Page stated that a new document will be sent reflecting that change and asked for a motion of approval of the budget, with knowledge of additional line item to be added. Motion to approve budget (with additional line item) was made by Tammy Marcus. Seconded by Karen Colon. Motion was discussed and question asked about how numbers were derived. Motion passed unanimously.
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| **Closing Remarks & Announcements…………………………………….……. President Mike Page** |
| * President Page recognized and thanked Steve Self and Dawn Dinatale and Steve Celt.
* Chapters were given a chance to provide chances to win and hold drawings.
* Next Board Meeting is scheduled for February 8 and 9, 2018 at the [Lexington](http://www.bocaresort.com/) Hotel in Jacksonville.
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| **Adjournment @ 11:23 am** |
| Motion to adjourn meeting made by Donna Weibe, seconded by Michelle Willforth. Meeting was adjourned by President Page at approximately 11:23 am |