

Minutes



FCCD State Board 4th Quarterly Meeting August 27, 2018

Location: Boca Raton Resort and Club, Boca Raton

Chapter Presidents/Proxies: The following Chapter President/Proxy were present

Eddie Hand – Chapter 2 (Proxy)	Miriam Martinez – Chapter 3 (Proxy)	Sheri Cole - Chapter 4
Stephen Starling – Chapter 5	Paulette Julian - Chapter 7 (Proxy)	Dawn Dinatle – Chapter 8
Mark Strach – Chapter 10	Sara Baldrige – Chapter 11	Yasmin Swearengin – Chapter 12(Proxy)
Jackie Johnson – Chapter 17 (Proxy)	Donna Bolton – Chapter 20	Angela Carter – Chapter 21(Proxy)
Karen McNeal – Chapter 26 (Proxy)	Karen Michael – Chapter 27	John Clark – Chapter 29
Julie Satre – Chapter 30	Angie Segree – Chapter 35	

Welcome & Call to Order.....President Tammy Marcus

- President Marcus welcomed everyone to the Boca Raton Resort and Club, Boca Raton, Florida
- Roll Call was conducted by Secretary Carol Starling of the Chapter Presidents to establish a quorum. A quorum was established, and President Marcus called the 3rd Quarterly Board Meeting to order @ 3:19 pm.
- Opening Prayer was offered by Secretary Carol Starling.
- Pledge of Allegiance led by President Elect Mike Page.
- President Marcus introduced the Executive State Board: Executive Secretary – Rob Lingis, Administrative Assistant – Debbie Kissane, Secretary – Carol Starling, Treasurer – Shelley Liddle, President Elect – Michael Page, and Executive Director Jim King and Immediate Past President – Linda Brooks
- President Marcus extended welcome to all the Chapter Presidents and committee chairpersons for attending the Quarterly Board Meeting.
- President Marcus introduced Aundrea Hannah from Star and Shield to make a presentation on Liability Insurance for the organization. Joining presentation via telephone was Alan Durham and Wade Shipero.

President Report.....Tammy Marcus

- President Marcus thanked all the committees and Chapter Presidents who stepped up to the plate to help make this event a success. She further thanked Past Presidents, sponsors and everyone who offered guidance, support and words of encouragement.
- President Marcus recognized Christina Crews who informed the group that opening session is at 5:30. Must wear ID or will not get in. Past Presidents and Presidents are to gather outside for introduction and entrance to session.

Executive Secretary Report..... Rob Lingis

- Executive Secretary Rob Lingis gave update on the organization's tax-exempt status. All paperwork is filed. Attorneys are confident everything will be resolved, and our status reinstated. As soon as IRS notifies all is done, the Chapters will be notified.
- Executive Secretary Lingis stated that everything is pretty much where it should be at this time, the institute budget was provided for in packet for view.
- He stated that Chapters were increasing membership in April and May but are starting to decline again. If there are any problems with membership, he is available to help. Make sure to check Chapter 0 Report. Also, that people who have silver memberships put People First

ID due to people having same names, and further Chapter 0 needs address and email address.

- Executive Secretary Lingis stated that computer will be set up to vote, but any member can go on line and vote, up until Wednesday. They must have an email address set up. If there are any problems, he will be available to fix them.

President Elect Report.....Mike Page

- President Elect Page stated that 90th Training Institute will be held August 26 – 29, 2019 at the Trump National Doral in Miami. Some of the save the date cards have wrong date, but rest of the information is correct. Save the date cards will be redone and an electronic copy provided to all chapters.
- Board Meetings for next year are set and will be as follows:
 - November 2-3 Trump National Doral so members can see all it has to offer
 - Feb 8 – 9, Lexington Hotel and Conference Center, Jacksonville, FL
 - May 31 – Jun 1 Shores Resort and Spa, Daytona Beach

Secretary's Report.....Secretary Carol Starling

- The 2017/18 3rd Quarterly Board Meeting minutes were presented. A motion to accept the minutes as written was made by Mike Page and seconded by Julie Satre. No one offered discussion. Motion passed unanimously.

Treasure's Report.....Shelley Liddle

- Treasure Liddle stated that our main account, First Florida Credit Union contains a balance of \$101,770.49, our First Florida Credit Union checking account has a balance of \$7847.60 and the First Florida Credit Union Prime Share has \$5.02, for an overall total of \$109,623.11. Motion to accept Treasure Report made by Karen Michael and seconded by Sara Baldrige. No one offered discussion. Motion passed unanimously.

Executive Director Report.....Jim King

- Nothing to report at this time.

Administrative Assistant.....Debbie Kissane

- Please everyone at meeting sign in on appropriate sheets going around the room.
- President's and Past Presidents will have special seating tonight so make sure to line up in the area just outside opening session room.
- On Wednesday a special training "Managing a Professional Organization" is offered. All Chapter Presidents and their board members as well as any incoming Chapter Presidents and board members are encouraged to attend that session. It will help them tremendously.
- A form will be sent out for Chapter Presidents to send in new board information

Past President Report.....Linda Brooks

- Nothing to report at this time.

Chapter President Reports

- During meeting Chapter Reports were presented by:
 - Chapter 7
 - Chapter 12
 - Chapter 20
 - Chapter 21
 - Chapter 27
 - Chapter 30

Old Business

- President Marcus reminded everyone that at the last board meeting a motion was made and suspended concerning the Chapter Rebates. The vote on that motion is to be held at this time. President Elect Mike Page further added that the suspended motion was made to discontinue chapter rebates on membership to help offset the cost of the Liability Insurance. A call for discussion was made. This is a bylaw change, so it can only be changed in the future by another bylaw change. After discussion, vote was called. Twenty-two (22) in favor, three (3) opposed. Motion passed.

New Business

- President Elect Mike Page thanked Executive Director Jim King for his service and all he did to progress the organization. He then stated for the 2019 year, he was recommending to the board that Gina Giacomo be appointed to the position of Executive Director. Motion to make the appointment made by Rob Lingis; seconded by Jim King. Motion passed unanimously.
- Executive Director Giacomo appointed Rob Lingis as Executive Secretary and Debbie Kissane as Administrative Assistant.
- Executive Secretary Lingis brought forward issues needing to be addressed by a Bylaw Change. He stated that the Chapter Presidents and Executive Board were all sent emails to explain what is needed based on clarification by our Tax Accountant to comply with IRS rules. One change requires the President to be responsible for ensuring all proper tax forms needed are filed each year or as need. The second change was that all Board Members sign a conflict of interest document.
- Jim King made motion that a change to Bylaw reflect that the President be responsible for filing taxes each year as written by and submitted by Rob Lingis. Seconded by Past President Linda Brooks. Discussion was called; none offered. Passed unanimously.
- Jim King made motion that we accept the change to Bylaw as written by Rob Lingis to have all Executive Board members sign the appropriate conflict of interest document. Seconded by Karen Michaels. Discussion was called; none offered. Motion passes unanimously.
- Gina Giacomo made a motion to amend language concerning contracts that any contract be approved by a simple majority of the Executive Board. Mike Rathman seconded the motion. Motion tabled until first quarterly board meeting. Executive Secretary Lingis clarified for the group that currently Bylaw stated that the Executive Board will review but there is no language to approve.

Special Session.....President Tammy Marcus

- President Marcus excused general membership at approximately 4:25 but requested that voting Board Members remain.
- At approximately 4:35 pm President Marcus placed remaining group back on record. She informed the group that with the accountant, attorney and other fees required to ensure the fix of our tax issues for the last eight years totalled \$11,000.00. This had to be paid in a very short time frame, so the money had to be taken from the Institute Budget. She stated that now money needs to be moved from the Foundation Budget to replace that amount back into the Institute Budget. Motion made by Gail Page to transfer funds from Foundation Budget back to the Institute Budget. Motion seconded by Maria DiBernardo. Discussion held. Motion passed unanimously.

Adjournment

Meeting was adjourned by President Marcus at approximately 4:48 pm