

# Meeting Minutes



## Florida Society of Certified Public Managers Board Meeting Minutes Via Conference Call

Date: Friday, June 15, 2018

Start: 11:31 AM End: 12:45 PM

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### In Attendance

Ruthie Doles, Renee Calo, Carmen Crane , Jackie Green, Shannel Franklin, Terry Jones, Sally Morgan, Len Price, Dawn Scroggins, and Lloyd Thompson

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### Items Discussed

#### State Symposium

##### 1. Caterer

- Lunch= BBQ chicken, salad, mixed vegetables, mashed potatoes, roll, water and tea
- Lloyd will reach out and secure the contract today
  - Looking to estimate the costs of providing bagels and cream cheese for breakfast and snacks in the afternoon

2. Do we want to market any FSCPM items at the Symposium? Do you have any other ideas for fundraisers for graduation and symposium this year? Email Ruthie with any ideas.

3. Lloyd and Ruthie will have several electronic devices available for attendees to sign up for FSCPM Membership at the event and also a paper copy in case of WiFi issues

4. Marketing flyer will be completed and out before July 9<sup>th</sup> – need hotel information from Renee

5. Theme = **Engage & Be the Change**

6. Speakers – We are in need of 2 more speakers, please get the word out in your chapter see who we can get and who embodies the theme

7. Cost: \$40 Members and \$55 Non-Members

Motion #1 Carmen, Motion #2 Lloyd In favor = All    Opposed = 0

8. Raffle: Each local chapter will create a Gift Basket to be raffled off.

- Cost of the basket is \$50-\$75
- Make it fun so that your chapter is the stand out basket everyone wants to win

#### Upcoming CPM Graduations

- Tallahassee ~ July 19<sup>th</sup>    185 Graduates
- Bartow ~ August 30<sup>th</sup>    100 Graduates
- Naples ~ September 14<sup>th</sup>    70 Graduates

Special Meeting set up next Friday, to go over expenses and budget for Symposium and the Graduations as we cut the budget this year to \$1000 flat donation from FSCPM. Ruthie, Lloyd, Shannel and Dawn will discuss at 12:00 pm June 22, 2018.



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Board Reports

**1. Financials –Lloyd Thompson**

- Current balance as of today:
  - State = \$8749.56
- Beatriz and Lloyd have been discussing the cost of each transaction from PayPal. For example, what is happening is the membership renewal is \$70/2 years however only \$67.37 is coming into the FSCPM so they are looking at the wording of the fees so the accounting to the local chapters and state are easily trackable
- Bi-laws are be working on
- We can now link FSCPM and the local chapters in one window to view cash flow. This will allow an easier way to transfer cash to the different accounts rather than paper check.
- Special Meeting is set up for next Friday, June 22, 2018 from 11:30am – 12:00 PM with the local chapter treasurers via conference call

**2. Membership - Vacant Position**

- Please let your local chapter know that we are in need of a Membership Chair on the State Board
- Shannel is going to post on the Facebook and LinkedIn Accounts
- Membership Packets will be discussed next meeting

**3. Communications-Shannel Franklin**

- FSCPM LinkedIn Page is up and running
- Gearing up for the next newsletter-please submit any items
- Need local chapter upcoming events so they can be shared at the graduation ceremonies

Chapter Updates

**1. Gateway Chapter-Carmen Crane**

- Meet and Greet is set for October 4<sup>th</sup>
- Carmen will be speaking at the Tallahassee Level 8 on Wednesday

**2. North Florida – Shannel Franklin**

- Coordinating Tallahassee Graduation with Ben Green
- Their June Chapter Meeting had a speaker from a local Marketing Firm
- Working on administrative procedures

**3. Suncoast Chapter – Renee Calo**

- July 23<sup>rd</sup>'s meeting Ruthie will be speaking about Technology at Chili's in Largo, FL
- Bartow Graduation August 30<sup>th</sup>

**4. Southwest Chapter – Len Price**

- Working on the July Meeting Speaker
- Graduation is September 14 in Naples
- Ordering Polo Shirts for the SW Florida Chapter



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**5. Pensacola Bay – Scott Lunsford**

- No report, not in attendance

**6. Northwest Chapter – Russell Beaty**

- No report, not in attendance

[Dropbox Account](#)

Set up and available

[Next Meeting](#)

- July 20th 11:30 AM – 12:30 PM