



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

Date: Friday, May 18, 2018

Start: 11:31 AM End: 12:36 PM

In Attendance

Ruthie Doles, Renee Calo, Lori Marable, Jackie Green, Shannel Franklin, Lloyd Thompson, and Dawn Scroggins

Items Discussed

1. Welcome - Roll Call

2. State Symposium

- AV Contract – Have we paid the invoice? Yes it has been paid in full \$500.00
- Caterer – Need to choose the menu
 - Do we want 1 or 2 entrees – will the second choice cost more money-Ruthie is going to email the caterer
 - If we go with one entrée we will also get 2 sides, salad, roll, tea and water.
 - Sides could be potatoes and mixed vegetables
 - Plan for minimum of 75 attendees
- Speaker 1 is secured and Speaker 2 is tentative. Ruthie is going to reach out to Lorna to see if she could team up with Melissa Solberg. Melissa is available after 1:30 PM
- We need to decide on the THEME of the Symposium
 - Please send Ruthie ideas that reflect the concept of Teamwork
 - We want the day to be “FUN” so everyone is engaged.
 - Some ideas in brainstorming were:
 - Championships are built on Relationships
 - One Team – One Goal
 - The Impact of One
 - Email your local chapter and ask for ideas from them and submit to Ruthie by next Friday, May 25th
 - Ruthie will email out the top 3 picks for a vote
 - Need to know the cost of the food options
 - At the next meeting we will decide on budget and fee for event
- Shannel will create the flyer and the Save the Date for the Symposium
 - She will have it completed before July 9th so it is ready for the first CPM Graduation in July
 - It will be sent out to all members, on the website, social media, each local chapter will forward to each of the local organizations that send students to the program or are looking at CPM. Plus each graduation
- Hotels – we are going to book the same location we held the FSCPM Board Meeting in February for our FSCPM Meeting October 6, 2018.



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Board Reports

1. Financials –Lloyd Thompson

- Current balances as of
 - State = \$8608.35
 - Southwest No report received from Chapter
 - Suncoast \$5777.98
 - North No report received from Chapter
 - Gateway No report received from Chapter
 - Northwest – No report received from Chapter
- Lloyd will be working with the local chapters in the next 2 weeks
- At the end of last meeting we started the discussion regarding the Local Chapters PayPal accounts and the State PayPal account.
 - Please encourage all membership applications to be done online via our current website <http://www.fscpm.org/membership.htm>
 - Do not take them via paper locally, you can do it for the new member online for them if needed
 - If there is a member who is missing on the Membership Roll, please have them sign up online and we will trust them regarding their payment. In order to transition to a new system we have to have the correct membership list.
 - We are encouraging ALL Local Chapters to have a Local PayPal account so that any local function, luncheon, meeting, merchandise or fee can be paid here **except Membership DUES**
 - If by chance the local chapter does receive a paper check, please deposit the local check into the Local Chapter bank account and electronically (via PayPal) send the FSCPM their portion.

2. Membership-Agatha Muse-Salters

- Ruthie is going to reach out to Agatha as she was absent. If anyone is interested in assisting with Membership please email Ruthie.
 - Membership Packets
 - New idea for New Members and Renewals
 - Give brochure of information on joining the local chapter, correspondence, FSCPM Pin and a Local Chapter Lanyard. This would be given to the new member at the Local Chapter Meeting so they can be introduced and recognized as a new member. The Local Chapter Presidents will be responsible for the items
- MOTION #1** for the FSCPM to buy the FSCPM Pins and Lanyards for New Members and Lanyards for Renewal of Membership – Shannel Franklin
- MOTION #2** – Dawn Scroggins
- Agree 6 No 0**

3. Communications-Shannel Franklin

- Working on the final touches of the FSCPM LinkedIn Page
- If anyone has items to be posted and shared please forward to Shannel



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- FSCPM's email address is floridacpms@gmail.com...please update any of your correspondence so it is correct
 - Beatriz is going to add this to the Contact Us page on the web site

Chapter Updates

1. Gateway Chapter-Carmen Crane

- No Report, not in attendance

2. North Florida – Shannel Franklin

- June Meeting – Speaker, John Brown “Being Bold”
- July Meeting – CPM Graduation. Moved meeting from 2nd Tuesday to the 4th Tuesday
- August Meeting – Chapter Health Fair with a Doctor coming to talk about Health and Stress
- Working on Chapter Bi-Laws, September’s Speaker, and Membership List verification

3. Suncoast Chapter – Renee Calo

- Their next meeting is the week of May 23rd in Pinellas County. Their speaker will be looking at Technology at work and in the home
- Ruthie placed the Bid for work out regarding the new website. She has received approximately 30 people interested. Budget is set at the max of \$800.
 - Committee for Website is Beatriz, Ruthie, Dawn, Lloyd, and Shannel. We will get together before the next board meeting

4. Southwest Chapter – Len Price

- No report, not in attendance

5. Pensacola Bay – Scott Lunsford

- No report, not in attendance

6. Northwest Chapter – Russell Beaty

- No report, not in attendance

Working Items

1. Technology – Dawn Scroggins

- Dropbox – Electronic File system for financials, reports, brochures, agendas, symposium etc
- I have set up a new drop box account for the FSCPM. Username is floridacpms@gmail.com

Next Meeting

- June 15th 11:30 AM – 12:30 PM