

Thursday, June 19, 2014, 12-1 p.m., EST

FSCPM Board Meeting Notes

Attendees: Sabrina Hartley, FSCPM President
Pam King, NFCCPM Chapter President
Ruthie Doles, Suncoast Chapter President

Called to Order: 12:04 p.m.

Adjourned: 12:34 p.m.

1. Nomination of Dottie Gough for honorary membership from the North Florida Chapter – Pam King

Because the meeting lacked a quorum, Pam will submit a written nomination that Sabrina will share with the board for an on-line vote. No specific timeframe was established.

2. Polk Chapter Interest Survey –
 - a. Instrument drafted
 - b. target distribution July 7, 2014 (waiting to see if this date works w/ Ben's schedule)

The survey instrument is ready for distribution, and Ben has confirmed that he can/will distribute it the second week of July.

3. Membership Dues –
 - a. funds have been distributed to active chapters for the first quarter of 2014
 - b. funds for dormant chapters are earmarked for chapter use upon re-engagement

Active chapters should be receiving their funds any day. (Literally, the check is in the mail. HA!)

4. Graduations –
 - a. NFL Chapter requested FSCPM funds up-front to assist with graduate luncheon
 - b. Polk reunion event – held in conjunction with Bartow graduation (Aug
 - i. Details to be developed;
 - ii. Targeting to advertise/invite first of August

Unlike years passed, FSCPM will provide its earmarked 2014 graduation funds to the North Florida Chapter prior to the event to accommodate luncheon expenses. While there is no graduation ceremony in the Suncoast Chapter area, Ruthie Doles offered the chapter's assistance with graduations as necessary. Because there is a Bartow (Polk County) graduation and the local chapter is dormant, FSCPM is working with Ben to distribute a survey to assess chapter interest levels and set-up a reunion event to be held in conjunction with the Level VIII classes/graduation. Ben has confirmed that he can distribute the survey and reunion invitations at the targeted times.

5. Symposium –
 - a. Caterer –
 - i. Exploring pricing for Cuban food
 - ii. Will FSCPM do continental breakfast and snack or contract with someone? (assess budget)
 - b. Awards
 - i. Any chapter requests for awards?
 - c. Advertising (working with Kara Stallings)
 - i. Working with Ben for statewide invite
 - ii. Targeting early July for statewide invite
 - iii. Explore the potential/option for distribution to state agency/local gov't training officers
 - d. Registration
 - i. Registration form posted to the website this week
 - ii. Cut-off date

FSCPM continues to work on details. The registration form was posted to the website today (7/19). We will update the on-line save-the-date information to include schedule information and hotel details. Once updated, we will email the membership database a notification/invitation. The symposium is limited to 80 participants.

6. Membership drive/chair –
 - a. How can we best approach recruiting someone from the graduations?

Sabrina will continue to explore the best method to reach out to the graduating classes to identify the appropriate candidate for this important position.

7. Merchandise – Status – asked North Florida to see if they have any vendor recommendations

Members of the NFL chapter have provided some initial contact info for potential vendors. It is unlikely that there is sufficient time to explore these vendors, select one, and get merchandise in time for the summer's graduations. We will continue to explore whether we can obtain merchandise in time for the symposium.

8. Encouraging support from the top – want to keep this issue on the agenda – will continue to reach out and work with Ben to develop a plan

Sabrina will continue to keep this issue on the radar for addressing and will discuss it with Ben at a lunch meeting next week.

9. Other?

There was no additional business/items.