

AFC BOARD OF DIRECTORS MEETING

Tuesday, November 5, 2019

3:00 PM

Innisbrook

36750 US Hwy 19 N.

Palm Harbor, FL 34684

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Marjorie McGee called the November 5th Association of Florida Colleges Board of Directors meeting to order at 4:08 p.m.

1.2 Roll Call – sign-in sheet

An attendance sheet was sent around. The following members of the Board of Directors were present at the meeting:

Marjorie McGee

Matthew White

Ray Coulter

Holly Sutton

John Fey

Tunjarnika Coleman-Ferrell

Lynne O'Dell

Alan Montgomery

Katie Profeta

Kelly Hogan

Daniella Pierre

Govindah Ramnarain

Jean Scheppers

Ann Hubbard

Michael Pelitera

Claire Miller

Jessie Clayton

Ryan Buckthorpe

Wanjiku Jackson

Matt Wetzel

Kim Sellers

Jaimie Pagels

Mark Johnson

Katrina Porter

Byron Todd

Christine Tripp

Wanda Curtiss

Stephanie L. Campbell

Melonie Miner

Gregory Williams

Sandi Barrett

Juanita Scott

Andre Hawkins

1.3 Consent Items for Approval or Ratification - Michael Brawer

1.3.1 Approval, Board of Directors Agenda, November 5, 2019

1.3.2 Approval, Board of Directors Meeting Minutes – September 20, 2019

1.3.3 Ratify, Wyndham Orlando Resort International, FCS Councils

Mr. Brawer detailed the consent items.

Action: Upon a motion by Gregory Williams and a second by Matt Wetzel the consent items were approved or ratified unanimously.

2.0 President's Report– Marjorie McGee, President

President McGee shared a few conference reminders with the board. President McGee shared highlights from her recent trip to San Francisco for the Association of Community College Trustees Leadership Congress Conference. She also thanked everyone all the board members for their dedicated service and helping to “Connect the Dots.”

3.0 Executive Director/CEO Report - Michael Brawer

Mr. Brawer reminded the board members about the proposed bylaw amendment that will be presented on Friday, November 8, 2019 during the Assembly of Delegates. He asked if any board members were aware of concerns about the amendment as he has only had one email regarding the amendment. One member shared that there had been some concern regarding the increase in dues for adjunct/part-time employees. Mr. Brawer stated that he understood but the increase is inevitable.

3.1 Approval, AFC Financial Report

Mr. Brawer referred to the distributed Financial Summary and detailed the items on the document.

Action: *Upon a motion by Stephanie Campbell and a second by Claire Miller the AFC Financial Report was approved unanimously.*

Mr. Brawer stated that the DRAFT audit for the Association will be shared with the Executive Committee in December and brought to the full Board of Directors at the January 2020 meeting for ratification.

3.2 Annual Conference Update – Marsha Kiner

Ms. Kiner informed the board that it is important that everyone download the Annual Conference app on their phone as any edits/updates to the agenda will be posted there.

Ms. Kiner gave updates for the Region Hospitality Hop. Trash bags, stamps and other needed items were distributed to the Region Directors. Mr. Brawer announced to the Region Directors that the gift cards that were given were for the purchase of food and decorations.

Ms. Kiner referred to the distributed incoming Region Directors and Commission Chairs forms. She announced that the forms need to be completed and turned in to the AFC office by Thursday, November 7, 2019 at 5:00 p.m. She also detailed the document distributed to Commission Chairs regarding their sessions during the conference. She asked that everyone please note the number of attendees in each session.

4.0 AFC Foundation – Andre Hawkins, Chair

4.1 Silent Auction Update, Carol Quinn

Ms. Quinn shared that there are currently 57 items on the auction, which can be found at www.biddingowl.com. She asked that those who have yet to donate to the auction, please try to do so before Thursday, November 7, 2019. Chair Andre Hawkins thanked Ms. Quinn for her service and dedication to the auction.

5.0 Commissions Business

- 5.1 Administration
Chair Lynne O'Dell gave an update for the Administration Commission. She referred to her submitted report which is available on the AFC website.
- 5.2 Campus Safety
Chair Alan Montgomery gave an update for the Campus Safety Commission.
- 5.3 Career and Professional Employees
Chair Katie Profeta gave an update for the Career and Professional Employees Commission.
- 5.4 Communications and Marketing
Chair Kelly Hogan gave an update for the Communications and Marketing Commission. She referred to her submitted report which is available on the AFC website.
- 5.5 Equity, Diversity and Inclusion
Chair Daniella Pierre gave an update for the Equity, Diversity and Inclusion Commission.
- 5.6 Facilities
Chair Govindah Ramnarain gave an update for the Facilities Commission. He referred to his submitted report which is available on the AFC website.
- 5.7 Faculty
Chair Jean Scheppers gave an update for the Faculty Commission.
- 5.8 Healthcare
Chair Ann Hubbard gave an update for the Healthcare Education Commission.
- 5.9 Institutional Effectiveness, Planning and Professional Development
Chair Michael Peliteragave an update for the Institutional Effectiveness, Planning and Professional Development Commission.
- 5.10 Learning Resources
Chair Claire Miller gave an update for the Learning Resources Commission. She referred to her submitted report which is available on the AFC website.
- 5.11 Student Development
Tracy Glidden gave an update for the Student Development Commission.
- 5.12 Technology
Chair Jessie Clayton gave an update for the Technology Commission. He referred to the submitted report which is available on the AFC website.
- 5.13 Trustees
No Report

5.14 Workforce, Adult and Continuing Education

Chair Ryan Buckthorpe gave an update for the Workforce, Adult and Continuing Education Commission.

Tracy Glidden, Vice President for Commissions, shared that on Thursday, November 7 at 2:15 p.m. there would be a round table “hot topic” session on commissions. She asked that all Commission chairs have their commission topic submitted to Sharlee Whiddon.

6.0 Regional Business

6.1 Region I

Wanjiku Jackson, Region Director, shared an update for the Region.

6.2 Region II

Matt Wetzel, Region Director, shared an update for the Region. He referred to the submitted report which is available on the AFC website.

6.3 Region III

Kim Sellers, Region Director, shared an update for the Region. She referred to the submitted report which is available on the AFC website.

6.4 Region IV

Jaime Pagels, Region Director, shared an update for the Region. She referred to the submitted report which is available on the AFC website.

6.5 Region V

Mark Johnson, Region Director, shared an update for the Region. He referred to the submitted report which is available on the AFC website.

6.6 Chapter Business

Sandi Barrett asked if chapter checking accounts are allowed at local banks. Ms. Johnson replied that if it is filed with the AFC Federal ID number all income will need to be reported to AFC daily.

7.0 Standing Committees

7.1 Awards Committee

Chair Katrina Porter gave an update for the Committee.

7.2 Bylaws Committee

Mr. Brawer shared that he worked with Mr. Bill Mallowney, Chair of the Bylaws Committee, on the proposed bylaw amendment. Mr. Mallowney will be present at the Assembly of Delegates on Friday, November 7, 2019.

7.3 Certified College Professional Committee

Chair Christine Tripp gave an update for the Committee.

- 7.4 Human Resources and Finance Committee
No Committee report.
- 7.5 Legislative Committee
No Committee report.
- 7.6 Member Services Committee
Chair Melonie Miner gave an update for the Committee. She referred to the submitted report which is available on the AFC website.
- 7.7 Membership Development Committee
Chairs Wanda Curtiss and Stephanie L. Campbell both shared an update for the Committee. The submitted report is available on the AFC website.
- 7.8 Nominating Committee
Chair Tunjarnika Coleman-Ferrell encouraged all members to vote in the election for Vice President for Regions and Chapters. Candidates are Sandi Barrett and Christine Tripp. She reminded members that voting will end at 11:59 p.m. on Thursday, November 7, 2019.
- 7.9 Planning and Development Committee
Holly Sutton reported that 2019 Operational Plans have been compiled and submitted to the AFC office.
- 7.10 Policy and Advocacy Committee
No Committee report.
- 7.11 Service Projects Committee
Chair Sandi Barrett announced that the service project for the Annual Conference will benefit the Fisher House. Information on needed items can be found on the AFC website.

Mr. White reminded the board members of the upcoming AFC Legislative Days and Leadership Conference in Tallahassee. Legislative Days will take place January 28-29, 2020. Leadership Conference will take place January 30-31, 2020. He encouraged all board members and chapter leaders to register.

8.0 Liaisons and Special Committees

- 8.1 AFC Retirees
Marsha Kiner shared that the Retirees Committee report is available on the AFC website.
- 8.2 Speakers Bureau
Chair Juanita Scott gave an update on the Speakers Bureau.

OBFTGOTC?

President McGee briefly shared a few updates on the 2019 AFC presidential goals. She stated that a full report on these goals will be given at the Assembly of Delegates meeting on Friday, November 8, 2019.

ADJOURN

President McGee adjourned the meeting of the Board of Directors at 5:38 p.m.

DRAFT