



AFC BOARD OF DIRECTORS' ORIENTATION

ZOOM Meeting

AGENDA

Cheval Breggins, Facilitator

Florida College Professional Certificate (FCPC) ~ 1 Credit

Friday, January 22, 2021

- 9:30 am Welcome & Introductions- AFC 2021 President Ray Coulter
- 9:45 am Orientation Purpose & Overview – Marsha Kiner, Interim Executive Director/CEO
- 10:00 am AFC History, Mission, & Strategic Values Review – Matthew White, Immediate Past President
- 10:20 am Board Member Roles & Responsibilities Overview – Cheval Breggins, Consultant
- 10:45 am AFC Bylaws & Standing Rules Review – Bill Mallowney, Bylaws Chair
- 11:15 am Lunch
- 1:30 pm AFC Financial Oversight Responsibilities (Form 990 & Annual Audit) – Jim Davis, CPA, AFC Auditor
- 2:30 pm Finances & Risk Management – Marsha Kiner, Interim Executive Director/CEO & John Fey, AFC Finance & Human Resources Chair
- AFC 2020/2021 Budget & Current Balance Sheet Review
 - Insurance coverages for the Board of Directors
 - Conflict of Interest Policy
 - Confidentiality Policy
- 3:15 pm Parliamentary Procedure Overview & Board Civility – Cheval Breggins, Consultant
- 3:45 pm AFC Staff Members: Who They Are & What They Do – Marsha Kiner, Interim ED/CEO
- 4:00 pm Q & A
- 4:30 pm Adjourn