



Board of Director's Meeting Agenda
 Date: Tuesday, September 15, 2015
Time: 6:00 pm to 8:30 pm
Sheraton Orlando North Hotel

Roll Call Attendance:

Present	4	Absent	7	Guest	0
Anthony McCall	✓	Katie Smith	X		
Phil Van Dusen	✓	Jim Pullin	X		
Tim Bissen	✓	Jean Krupinski	X		
Robin St Clair	✓	Denise Gillespie	X		
		Chris St. Clair	X		
		Fred Griffith	X		
		Scott Wagner	X		

Meeting started at 6:30 PM

New Actions:

- **Anthony**- Send copy of BODs to Denise to update the website
- **Denise/Anthony**- Change recipient of program emails from Megan to Chris
- **Robin**- Contact Lissette at Seminole State for possible marketing
- **Chris**- Contact Sherry Reeves for Bio and topic info for October PDM by 9/22/15
- **Katie**- Compile list of current members whose membership is set to expire in the next 90 days
 - **Board Members**- Contact chapter members to notify them about the PDM on October 27, 2015

Old Business- 30 minutes:

- APICS Conference Oct. 5-7, 2015 (Anthony)
 - Anthony, Katie, and Tim will be representing the chapter
 - Chris St. Clair will be attending as a Scholar and representing our chapter
 - Leadership summit starts at noon on Sunday, October Fourth



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- Website Updates (What do we have to forward to Denise) (Anthony)
 - Anthony- Send copy of BODs to Denise to update the website
 - Job postings in the area (work with MACF to share postings)
 - Update website to have Chris receive program emails

Brief Director Reports- 70 minutes:

- Finance- (Phil)
 - Budget Update
 - Proposed Budget for 2015-2016 year shows a net loss of \$15,924
 - 2014-2015 year ended with a loss of \$28,055
 - YTD Actuals (July and August) is a loss of \$1,455.91
 - Discussed ways to decrease costs of PDMs and UCF Student night (serving appetizers instead of meals)
 - Possibly meet quarterly as a board instead of every month. October and November will be conference calls
- Marketing- (Anthony)
 - Announcements in Periodicals and local media
 - Anthony will call Hometown News and Deland Beacon
 - Possibly look into periodicals at Seminole State, UCF, and Valencia College for advertisement
- Programs- (Anthony)
 - October PDM- need bio and topic from Sherry Reeves by 9/22/2015
 - FedEx Tour- October 20, 2015
 - Must communicate speaker info and topics earlier (goal is to increase attendance of PDMs)
 - We need to make personal phone calls to increase attendance at the PDMs
 - FLATE Manufacturing Day on October 2nd
 - How do we want to participate
 - Contact Sherry Reeves to determine if we could partner with MACF for this event



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- Education- (Anthony)
 - Jim Pullin- Succession Plan Needed within 30 days
 - Possible other instructors to teach the LMCO classes for the remainder of the year
 - LMCO Update
 - Fourth module will start 9/25

- Student Affairs- (Robin)
 - Recap of Seminole State College Advisory Board Meeting (attended by Robin and Anthony on Friday, 8/28/2015)
 - Chris Beehner is going to be an at-large BOD member for the Mid Florida APICIS Chapter
 - Chris will represent the chapter as a Student Scholar at the APICS Conference in Las Vegas (provide brief description of your project and what if any resources you need from the chapter to complete it)

- Membership- (Chris)
 - Status of mailing of 2015-2016 Chapter Event postcards?
 - Need to update the website with this year's events
 - We need to identify members whose current membership is scheduled to lapse within the next 90 days and reach out to them. Ask if they are going to renew. If not, why?
 - Use this list to market the PDMs to increase attendance

Open Discussion and Actions:

- October PDM Meeting- Sherry Reeves (speaker)
- SE District Meeting in Greenville, SC (November)- need 2 BOD Members to attend
 - Robin has volunteered to attend
- Doug Bell- New DBDM for the SE District (Anthony to meet on Tuesday, 9/22)
- Actions and other