



I. Director Activities

Region IV Conference planning is ongoing!

Registration and proposal submissions are slow, but communication with chapter presidents is promising. Several strategies are being developed to motivate chapter members to increase conference attendance. Some of these strategies include: 1) developed a Region IV marketing video and 2) increased email and phone communication with chapter presidents and commission chairs.

Final revisions are being made to the conference agenda. It will be included on the website soon.

Communicating with chapter presidents as needed regarding report submissions. A report calendar was developed with dates for the entire year. This document was forwarded to all chapter presidents.

II. Chapter Reports

Reporting Dates:
Nov 2017–Feb 2018

South Florida College, Manatee-Sarasota
Submitted by: Melanie Wallace

Activities:

November 2017

- Special Board meeting help to announce 2018 Executive Board members

January 2018

- Executive Board and Chapter Meetings were held on January 25th and January 26th respectively
- Lunch and Learn Workshop on “What is AFC” presented by Chapter President Melanie Wallace on January

February 2018

- Executive Board and Chapter Meetings were held on February 22nd and February 23rd respectively
- Lunch and Learn Workshop on the SCF Online Learning department presented by Chapter Vice President Melanie Wallace
- Discussion of AFC 2018 Membership Goal
- Plans made to host an SCF Staff Appreciation reception in April for reaching scholarship goal

Fundraisers:

- Held Valentine Fundraiser to for SCF AFC Chapter scholarship goal

Membership:

New Members:

- No new members since last report.

Chapter Meetings:

No meetings help due to Winter Break and end of semester.

Reporting Dates:
Jan 2018 – Mar 2018

Pasco-Hernando State College
Submitted by: Kathy MacLenna

Activities:

January

- No meeting
 - After returning Christmas break, our January 5th meeting was cancelled due to everyone's hectic schedule. All board members contacted by email to advise them of all upcoming conferences and request participation.

February

- Membership drive tables set up at college health fair at the five campuses.
- Attended planning session for out college in-service day to provide an AFC workshop and member drive.

March

- \$100 Spring Book Scholarship presentation.
- Spring Break Cruise for AFC Members 3/3 – 3/8/2018

Fundraisers:

Foundation Performing Arts Center Series Concession Stand

- 1/14/2018 Rob Caudill – Rod Stewart Tribute – raised 176.88
- 2/3/2018 The Authentics – 50s & 60s Sock Hop – raised 207.56
- 2/17/2018 Happy Two Gather – 60s Musical Flashback – raised 209.42

Membership:

- Membership drive held at each of our campus' health fairs in February. We gained two new members as a result.

Chapter Meetings:

- Board and member meeting held on 2/2/2018
 - Our returning board members welcomed new incoming board members and provided oath of office.

Board and member meeting held on 3/2/2018

Reporting dates:
Jan 2018 – Mar 2018

St. Petersburg College
Submitted by: Sally Hoogewerf

Activities:

Board meeting to discuss participation in Region IV conference.
Chose membership drive approach.

Fundraisers:

Brainstormed ideas but none implemented yet.

Membership:

Welcome new Leadership:
President Elect, Nikki Hall
Treasurer, Brenda Star
Secretary, Katie Shultz
Membership/ Publication Chair, Francine Fuentes
Legislative Chair, Margaret Bowman
Site Representative, Suzanne West

**Reporting dates:
Jan 2018 – Mar 2018**

South Florida State College
Submitted by: Keith Loweke

Activities:

Upcoming Planned Social Activities
Dinner at Beef O Brady's - April 17, 2018

Sponsorship Activities
Beverage sponsor for the college's Professional Development Day of training
We sponsored 4 educational scholarships

Fundraisers:

Fund Raising Activities (Since January 1st)

Yard sale	\$ 314.95
Chocolate covered strawberries	466.00
Strawberry shortcake sale	142.75
Sold school sport promotional items	112.00
Athletics sponsored a barbeque lunch (AFC received proceeds)	183.80
Soup Luncheon	174.50

Conferences:

Two chapter members attended the Leadership Conference.

Membership:

Chapter has grown slightly in the past two months in membership

Chapter Meetings:

We have held only one AFC General Meeting for year (February 21, 2018).

Reporting dates:

Jan 2018 – March

2018

Hillsborough Community College

Submitted by: Dana Livesay

Activities:

January – Chapter Board Meeting to discuss changes to Bylaws and upcoming elections. We held the AFC Chapter Student Scholarship ceremony at the Dale Mabry Campus where we awarded \$300 each to five students (\$1500 total). Recipients were selected by a committee consisting of faculty and one each: counselor, staff, and student. Pictures were taken.

March – Chapter Board Meeting to discuss new Membership Development Plan strategy.

Other Activities

We have asked our VP of Academic Affairs to assist us in getting back into HR and participating at new employee orientation.

We held a luncheon social at Carne Restaurant in Ybor City; three people attended.

Fundraisers:

We held an online “Thirty-One” Gifts fundraiser and Yankee Candle fundraiser to earn funds for our annual student scholarships. We raised \$80 of a \$200 goal and have extended Yankee Candle through April.

Membership:

Recruited 15-20 members to attend Region IV.

Chapter Meetings:

February – General Assembly Meeting: We had 9 participants including a non-member who wanted to learn more. Provided an overview of the Association and discussed upcoming activities; recruited campus representatives.

Reporting dates:
Jan 2018 – Mar 2018

Florida SouthWestern State College
Submitted by: Michelle Wright

Activities:

Gathering AFC members to volunteer for FSW commencement to follow with a dinner social

Fundraisers:

None

Conferences:

Completing travel authorizations for travel to Region IV spring conference on 4/27/2018.
Members planning to attend: 4.

Completing travel authorizations for travel to Student Development Conference & Communications & Marketing Commission 5/15-5/17/18. Members planning to attend: confirmed 7.

Membership:

Current members: 109

Updating chapter information to include in new employee orientation packets.

Requested updated list of all new employees to that chapter members can reach out to new employees about joining AFC.

Chapter Meetings:

Meetings every third Thursday of the month: 1/18/18, 2/15/18, 3/15/18.

**Reporting dates:
Jan 2018 – Mar 2018**

Polk State College
Submitted by: Greg Harris

No Report