

AFC BOARD OF DIRECTORS MEETING
Friday, September 20, 2019
Innisbrook
Sterling Building, Room L-N
36750 US Hwy 19 N.
Palm Harbor, FL 34684

Meeting Minutes

1.0 General Business

1.1 Call to Order – **Marjorie McGee, President**

President Marjorie McGee called the September 20, 2019, meeting of the Board of Directors to order at 11:00 a.m.

1.2 Roll Call

The sign in sheet was sent around the room. The following members of the Board of Directors were present:

Executive Committee

Marjorie McGee
Matthew White
Ray Coulter
Holly Sutton
Tracy Glidden
John Fey
Tunjarnika Coleman-Ferrell

Claire Miller
Mikel James
Tim Morris
Ryan Buckthorpe

Region Officers

Sharon Walker
Matt Wetzel
Mark Johnson

Commission Chairs

Lynne O'Dell
Katie Profeta
Kelly Hogan
Daniella Pierre
Govindah Ramnarain
Jean Scheppers
Ann Hubbard
Michael Pelitera

Committee Members

Katrina Porter
Byron Todd
Christine Tripp
Wanda Curtiss
Melonie Miner
Sandi Barrett

1.3 Consent Items for Approval or Ratification - **Michael Brawer**

1.3.1 Approval, Board of Directors Agenda, September 20, 2019

1.3.2 Approval, Board of Directors Meeting Minutes – May 13, 2019

1.3.3 Ratify, Capital Health Plan, Small Group Renewal

1.3.4 Ratify, Mowrey Elevator Maintenance Agreement

1.3.5 Ratify, Innisbrook, September 2019 Board Meeting

1.3.6 Ratify, DoubleTree by Hilton Tallahassee, September 2019 Council of Presidents Meeting

1.3.7 Ratify, DoubleTree by Hilton Tallahassee, October 2019 Council of Presidents Meeting

1.3.8 Ratify, DoubleTree by Hilton Tallahassee, February 2020 Council of Presidents Meeting

1.3.9 Ratify, Four Points Sheraton Tallahassee Downtown, January 2020 AFC Trustees Commission Legislative Conference

1.3.10 Ratify, University Center Club Agreement, January 2020 AFC Trustees Commission Legislative Conference

Mr. Brawer presented the items for approval and ratification. Daniella Pierre requested that her name be added to the list of board members present in the May 13, 2019 Board of Directors meeting minutes. There was no further discussion.

Action: *Upon a motion by Ray Coulter and a second by Claire Miller the consent items were approved or ratified unanimously by the board of directors.*

2.0 President's Report– Marjorie McGee, President

2.1 Update, Visions Online

President McGee asked Claire Miller, chair of the V.A.I.R. Committee to share an update on Visions with the board. Ms. Miller announced that the Committee has recommended to the AFC Executive Committee that Visions be discontinued. The V.A.I.R. Committee recommended finding a unified work group for Commissions and Regions hosted by the AFC.

President McGee reminded the board members that the meeting on Tuesday, November 5th would begin at 3:00 p.m. The dinner following the meeting will have a tropical theme and will be held at the Island Clubhouse pool.

2.2 Approval, Dues Restructuring Bylaws Amendment

Mr. Brawer referred to item 2.2, Proposed AFC Bylaws Revisions. He explained that the revisions must first be approved by the AFC Board of Directors, then revisions will be posted on the AFC website as well as in the pre-conference edition of Current, for all AFC members to review and will be then be voted on at the Assembly of Delegates on November 8th, at the AFC Annual Conference.

Action: *Upon a motion by Matt Wetzel and a second by Holy Sutton the Dues Restructuring Bylaws Amendment was approved unanimously by the board of directors.*

A copy of the board approved AFC Bylaws Revisions are attached to the minutes.

3.0 Executive Director/CEO Report - Michael Brawer

3.1 Approval, AFC Financial Report

Mr. Brawer presented the AFC Financial Report to the Board. There was no further discussion.

Action: *Upon a motion by Claire Miller and a second by Mikel James the AFC Financial Report for July 1, 2019 through September 16, 2019 was approved unanimously by the board of directors.*

3.2 Annual Conference Update – Marsha Kiner

Ms. Kiner thanked all board members for attending this meeting and participating in the hotel tour. Ms. Kiner shared that conference calls with the Region Directors and Commission Chairs will be scheduled soon to discussion their assigned duties during the Annual Conference.

4.0 AFC Foundation – Andre Hawkins, Chair

4.1 Silent Auction Update, Carol Quinn

Ms. Quinn shared that the AFC Foundation's Silent Auction is available to view at www.biddingowl.com. Registered bidders may begin placing bids on items. The auction will close at 8:00 p.m. on Thursday, November 7th. Ms. Quinn asked all Regions, Chapters, and Commissions to

please donate an item to the auction. Items may be delivered to her at the AFC Annual Conference, but she asked that a photo and item information be emailed to her prior to the event.

5.0 Commissions Business – Tracy Glidden, Vice President for Commissions

5.1 Administration

Lynne O’Dell, Commission Chair, shared a commission update. A submitted report is available on the AFC website.

5.2 Campus Safety

No commission report was submitted. President McGee shared that the data from the Campus Safety survey that was sent to each college, is being summarized and will be shared in the near future.

5.3 Career and Professional Employees

Katie Profeta, Commission Chair, shared a commission update. A submitted report is available on the AFC website.

5.4 Communications and Marketing

Kelly Hogan, Interim Commission Chair, shared a commission update. A submitted report is available on the AFC website.

5.5 Equity, Diversity and Inclusion

Daniella Pierre, Commission Chair, shared a commission update. A submitted report is available on the AFC website.

5.6 Facilities

Govindah Ramnarain, Commission Chair, shared a commission update. A submitted report is available on the AFC website.

5.7 Faculty

Jean Scheppers announced that she would be stepping in as Commission Chair. A submitted report is available on the AFC website.

5.8 Healthcare

Ann Hubbard, Commission Co-Chair, shared a commission update. A submitted report is available on the AFC website.

5.9 Institutional Effectiveness, Planning and Professional Development

Michael Pelitera, Commission Chair, shared a commission update. He announced that he plans to host an Insight 7 session at Annual Conference.

5.10 Learning Resources

Claire Miller, Commission Chair, shared a commission update. A submitted report is available on the AFC website.

5.11 Student Development

Mikel James, Commission Chair, shared a commission update.

5.12 Technology

No report was submitted. Jessie Clayton will be stepping in as Commission Chair.

- 5.13 Trustees
Tim Morris, Commission Chair, greeted the group and shared a commission update. He shared that the Trustee Leadership Board is strong and the group has a goal to get everyone working together. The Trustee Commission Legislative Conference will take place in Tallahassee January 15-16, 2020.
- 5.14 Workforce, Adult and Continuing Education
Ryan Buckthorpe, Commission Chair, shared a commission update. A submitted report is available on the AFC website.

6.0 Regional Business – Ray Coulter, Vice President for Regions & Chapters

- 6.1 Region I
Sharon Walker represented Region I and shared an update. Wanjiku Jackson will be stepping in as Region Director.
- 6.2 Region II
Matt Wetzel, Region II Director, shared a region update. A submitted report is available on the AFC website.
- 6.3 Region III
Kim Sellers, Region III Director, submitted a report which is available on the AFC website.
- 6.4 Region IV
Jaime Pagels, Region IV Director, submitted a report which is available on the AFC website.
- 6.5 Region V
Mark Johnson, Region V Director, shared a region update. A submitted report is available on the AFC website.

7.0 Standing Committees – Matthew White, President-Elect

- 7.1 Awards Committee
Katrina Porter, Committee Chair, reported that the Committee met September 18th to judge the Chapter of the Year books. The Region and Commission of the Year books are due by October 23rd. A submitted report is available on the AFC website.
- 7.2 Bylaws Committee
Mr. Brawer shared that he met with Bill Mallowney, Committee Chair, to discuss the bylaw revision.
- 7.3 Certified College Professional Committee
Christine Tripp, Committee Chair, shared a committee update. Currently there are at least 11 CCP participants who plan to graduate during the Annual Conference. A submitted report is available on the AFC website.
- 7.4 Human Resources and Finance Committee
Byron Todd, Committee Chair, encouraged all board members to share the bylaw revisions with their chapters and encourage them to attend the Assembly of Delegates meeting at the Annual Conference.

- 7.5 Legislative Committee
Mr. Brawer reported that the first Legislative Committee Week is wrapping up in Tallahassee. The Legislative Committee held a meeting on September 18 to begin preparing for the Legislative Session.
- 7.6 Member Services Committee
Melonie Miner, Committee Chair, shared a committee update. She announced that she is working with Anytime Fitness on a member benefit, but has learned there is a one-time \$500.00 sign up cost. A submitted report is available on the AFC website.
- Matt Wetzel asked about insurance options through Florida Blue. Mr. Brawer stated he would check with the Florida College System Risk Management Consortium on that.
- 7.7 Membership Development Committee – Wanda Curtiss and Stephanie L. Campbell
- 7.8 Nominating Committee
Tunjarnika Coleman-Ferrell, Committee Chair, reminded the board that the voting for the 2020 AFC officer candidates will begin on October 7th. The candidates from Vice President Elect of Commissions are Sandi Barrett, Palm Beach State College, and Christine Tripp, Eastern Florida State College. The position of President-Elect will be going to Ray Coulter of Palm Beach State College and the position of Vice President-Elect of Regions and Chapters will be going to Gregory Williams.
- 7.9 Planning and Development Committee
Holly Sutton, Committee Co-Chair, shared that the compiled list of submitted 2019 Strategic Operational plans for Regions, Chapters, and Commissions is posted on the AFC website.
- 7.10 Policy and Advocacy Committee
No Report
- 7.11 Service Projects Committee
Sandi Barrett, Committee Chair, referred to the distributed Fisher House wish list document and announced that the Annual Conference service project will benefit the Fisher House. Fisher House benefits Veterans by provided needed items such as personal care items, non-perishable food, and household items.

8.0 Liaisons and Special Committees – Tunjarnika Coleman-Ferrell, Past President

- 8.1 AFC Retirees
Pat Harrell, Committee Chair submitted a report which is available on the AFC website.
- 8.2 Speakers Bureau
No Report

OBFTGOTC?

President McGee asked all members of the board if there were any other items for discussion. Michael Pelitera asked if there would be any interest in playing golf at Innisbrook from board members who arrive early on Tuesday for the Annual Conference. Many were interested, Mr. Pelitera shared he would try and find out more information and to share with the board.

ADJOURN

President McGee adjourned the September 20, 2019 meeting of the AFC Board of Directors at 11:51 a.m.

DRAFT