

AFC-CPEC minutes

Board Meeting	
11.11.2015	Call to Adjourned: 1:55 p.m.
Meeting called by	Tracy Glidden (CPEC Chair)
Type of meeting	Pre-Convention Board Meeting
Note taker	Cara Bennett, CPEC Secretary
Attendees	Tracy Glidden (chair), Kim Baker (chair-elect), Kathy Bauernfiend (treasurer), Cara Bennett (secretary), Colleen Farinelli (awards chair), and Dana Livesay (by-laws chair)
[Agenda Topic]	
Discussion	Reading Essays for Essay contest award
	<ul style="list-style-type: none"> Several submissions were made and ranked by each board member. It was determined that Sarah Stoeckel's (from EFSC) essay was the winner and would be awarded the \$100 prize the following morning
[Agenda Topic]	
Discussion	Employee of the Year award
	<ul style="list-style-type: none"> There were two submissions for this award Tracy reiterated the eligibility requirements for this award. It was agreed that the criteria should be modified for future awards. <ul style="list-style-type: none"> Eligibility criteria should be met in the award year, not necessarily over the employment period of the nominee. Nominees should be members of AFC and CPEC for one year prior to award year. If person is nominated in 2015, award would be for activity of 2014 LaFran Reddin (from HCC) was chosen and would be awarded the \$250 prize the following morning
[Agenda Topic]	
Discussion	Other Awards
	<ul style="list-style-type: none"> Rita Maldonado's (from Valencia) name was drawn for the \$100 Book Scholarship Award Unsung Hero award discussion was shelved, to be decided upon later. Exemplary Practice Award winners Patricia Elliot and Brittany Resman (from Seminole) will be presenting on their Annual Program Review Process on 11/12 at 9:15 am.
[Agenda Topic]	
Discussion	Call for Nominations
	<ul style="list-style-type: none"> Coleen Farinelli is running for Chair-Elect Matt Wetzel is running for Vice-Chair Secretary position has no nominations as yet Appointed positions include Historian, Parliamentarian, Legislative Liaison, Webmaster, Ways & Means Chair, Program Chair, Bylaws Chair, and Awards Chair. Kim Baker (2016 CPEC Chair) will need to fill those positions with volunteers.
[Agenda Topic]	
Discussion	Bylaws Changes
	<ul style="list-style-type: none"> Prepare for voting at general business meeting
[Agenda Topic]	
Discussion	Financial Report
	<ul style="list-style-type: none"> Kathy submitted the Treasurer's Report (see attached). It was voted and decided upon that proceeds from Spring Raffle (\$590) would be used to fund scholarships for the CCP. One scholarship will be granted for each region for a total of \$600.

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[Agenda Topic]	
Discussion	Commission Book
<ul style="list-style-type: none"> Loretta Jackson has completed and submitted the Commission Book for consideration in the Commission of the Year Award. . 	
[Agenda Topic]	
Discussion	General
<ul style="list-style-type: none"> Tracy thanked everyone for their service on the board. She shared how much she has grown and learned as Chair this year. 	

ASSOCIATION OF FLORIDA COLLEGES
CAREER AND PROFESSIONAL EMPLOYEES COMMISSION
TREASURER REPORT
Running Log

Beginning Balance	\$1,310.31
4/1/14 1/2 page ad in conference program	(\$50.00)
4/7/14 Gift cards for fundraiser	(\$40.00)
4/22/14 Deposit from conference fundraiser	\$198.00
6/5/14 Deposit from Spring Conference	\$708.91
8/28/14 Burst the Balloon	(\$250.00)
10/27/14 Book award	(\$100.00)
10/27/14 Essay winner	(\$100.00)
10/27/14 Exemplary practice award	(\$700.00)
10/27/14 Employee of the Year award	(\$250.00)
10/27/14 Unsung Hero award	(\$100.00)
10/27/14 Items for silent auction (convention)	(\$50.00)
10/27/14 AFC Matching Funds	\$500.00
11/7/14 Deposit from Convention	\$278.00
11/15/14 Reimburse Cara for flowers for Frances Ash	(\$58.80)
6/1/15 Deposit from Spring Conference	\$480.00
11/9/15 50/50 Drawing Proceeds	\$590.00
TOTAL	\$2,366.42
PENDING TRANSACTIONS	
Nov 2015 Book award	(\$100.00)
Nov 2015 Essay winner	(\$100.00)
Nov 2015 Exemplary practice award	(\$700.00)
Nov 2015 Employee of the Year award	(\$250.00)
Nov 2015 Unsung Hero award	(\$100.00)
Nov 2015 AFC Matching Funds	\$500.00
Pending New Balance	\$1,616.42

Respectfully submitted,

Kathy Bauernfeind

Kathy Bauernfeind/Commission Treasurer

*approved
Kim - mot.
melt - second*