**Florida SouthWestern State College**

Chapter of the Association of Florida Colleges

Executive Board Meeting Minutes

October 11, 2016

1. Call to Order

Amy English called meeting to order at 11:35am.

Members in attendance: Amy English, Matt Holliday, Pamela Macander, Christina Seado Vasquez, Sarah Corcoran, McKenzie Cassidy and Jennifer Young.

1. Approval of Minutes

Approved by Christina Seado Vasquez; Seconded by McKenzie Cassidy.

1. Treasurer’s Report
2. Travel Fund: $6,884 – Arenthia and Jackie’s travel to AFC conference paid.
3. General Fund: $884.03
4. Membership Updates
5. Health Fair is 10/18 for Lee, 10/19 for Collier, and 10/20 for Charlotte. We can set up a table at each location. We need a few volunteers to man the table at each location.
6. Make list of open positions available to fill for the next 6 months
7. Approval of By-Laws
	1. All members present have already approved changes. Amy will email other members about lack of attendance and response.
8. Upcoming events
	1. Service Project – Collect kids books (Send to Pam)
	2. Silent Auction items – spa basket, tickets to a show, hotel stay?
	3. Put together a “scratch off” tree to raffle at the conference as a chapter fundraiser. Each board member will need to purchase on $5 scratch off or donate $5. Tickets will be sold at the conference $5 for 1 ticket, $20 for 5 tickets. Keep a record of serial numbers and inventory of tickets. (Send tickets/money to Pam by 10/28.)
	4. Leadership/Legislative Days – 2/8-2/9 in Tallahassee. Registration is $129.00, link is not yet available. Amy, Matt, and Christina will attend.
9. Upcoming Meetings
	1. Amy will check with Vince as possible speaker.
	2. Region IV is 4/28 at St. Petersburg College, EPI Center
	3. Student Development Conference is 5/16 – 5/18 at Pasco-Hernando State College.
10. Open Forum
	1. Cancel December meeting, look at a larger AFC kick off in January.
	2. Make a survey for members to approve by-laws and add open positions on the same survey.
11. Executive Board Meeting adjourned at 12:34pm.

Minutes submitted by: Sarah Corcoran