**Florida SouthWestern State College**

Chapter of the Association of Florida Colleges

Executive Board Meeting Minutes

January 11, 2018

1. **Call to Order**

Pamela Macander called meeting to order at 2:40pm. Those in attendance were Pam Macander, Sarah Corcoran, and Amy English.

1. **Approval of Minutes**

Approved by Amy, Seconded by Pam.

1. **Treasurer’s Report**
2. Travel Fund: $5,408.12
3. General Fund: $1,542.24
4. **Upcoming Conferences**
	1. 2018 AFC Legislative Days, January 30 & 31st
		1. Michelle will contact Matt to inquire about the need for member involvement. Typically the President and Membership Chair accompany.
		2. Room rates are $169/night – single, book by January 7
		3. Registration fee is $79 or $179 if combined with Leadership Conference.
	2. 2018 AFC Leadership Conference, February 1 & 2nd
		1. Member registration fee is $129 or $179 if combined with Legislative Days
		2. Room rates are $169/night – single, book by January 7
	3. International Conference on College Teaching and Learning, April 3 – 6th
		1. Located in Orlando at Caribe Royale
		2. Single/Double Room rates are $149/night if reserved by March 2nd
		3. Member registration fee is $309 for entire event, single day registration is $199.
	4. Region IV Spring Conference, Friday, April 27, 2018
		1. Located at South Florida College
	5. Student Development Conference & Communications & Marketing Commission, May 15 through May 17th
		1. Located at Gulf Coast State College in Panama City
		2. Early registration fee is $99 before March 31st; Regular registration fee is $129 begins April 1st; On-site registration is $149 on May 14th.
		3. Additional Information has not been posted.
	6. Campus Safety Symposium, July 11th through July 13th
		1. Located at Daytona State College
		2. Hotel is The Plaza Resort, $139 for single or double. Call 866-500-5630 to reserve by June 11, 2018.
5. **Membership**
	1. Amy suggested partnering with Athletics to do an AFC/Basketball game social.
		1. Look into concession vouchers for AFC members
		2. Look into AFC Promotional Items to give away as door prizes during the game.
	2. Discussed a possible “Cookies & Current Events” type of social following legislative days with Matt Holliday.
6. **Open Forum**
	1. Amy English will be attending the Region IV Conference and Student Development Conference.
	2. Travel Authorizations needs to be submitted as soon as possible due to changes with that position at the college.
7. Executive Board Meeting adjourned at 2:57 pm.

Minutes submitted by: Sarah Corcoran