

**FAEP BOARD MEETING MINUTES**

**July 20, 2015**

**12:00 – 1:00 p.m. EST**

**Call – In Number: 605-475-4000**

**Code: 607028#**

1. **Call to Order –** Amy Guilfoyle 12:02 PM EST
2. **Roll Call –** Elva Peppers

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| **Name** | **Attendance** | **Proxy** |
| Amy Guilfoyle – President | Yes |  |
| Mary Gutierrez- Past President | No |  |
| John Lesman  - Vice President | Yes |  |
| Melissa O’Conner - Treasurer | Yes |  |
| Elva Peppers - Secretary | Yes |  |
| Bruce Hasbrouck – Parliamentarian  | Yes |  |
| Teri Hasbrouck - Administrator | Yes |  |
| Todd Hodgson - Central Chapter | Yes |  |
| Stan Stokes - Northeast Chapter | Yes |  |
| Amy Mixon- Northwest Chapter | Yes |  |
| Stephanie Voris - South Chapter | No |  |
| Lauren Edinger - Southwest Chapter | Yes |  |
| Elva Peppers - Tallahassee Chapter | Yes |  |
| Tim Terwilliger - Tampa Bay Chapter | Yes |  |
| Paul Fitzgerald - Treasure Coast Chapter | Yes |  |
| Courtney Arena – At Large Member | Yes |  |
| Todd Hodgson– At Large Member-NAEP Representative | Yes |  |
| Debbie Madden- At Large Member | Yes |  |
| Arielle Poulos | Yes |  |

1. **June 2015 Minutes**

Approve at August meeting to give BOD time to review.

1. **Treasurer’s Report** – Melissa O’Conner

Bruce was going to write the conference check on the last day of the month. The conference fees for processing payments will be paid from the FAEP portion and the TC chapter will not be charged.

1. **Secretary’s Report** **–**Elva Peppers, No items to report.
2. **Vice President’s Report –** John Lesman; No report
3. **President’s Report** – Amy Guilfoyle

Committee Updates

* 1. Membership- Discussion about goals for increasing membership. Decided on a 10% increase as a good number. Ideas were discussed including: give incentive for the Chapter with the greatest number of new members, possibly I-pad mini; Drawing for I-pad mini, one per chapter would cost about $800?; the i-pad would be given away at the conference to anyone who renews or joins from July 1 to Sept 15th to increase incentive to join before conference.

Motion by Debbie to give a away one I-pad mini (cost +350) 16G wifi compatible, max expense $350, Seconded by Melissa. Voted: All in favor. Debbie to research and purchase.

There is $500 in the budget for special projects which can be used for the award. Chapters need to help promote the giveaway.

* 1. Sponsorship- Todd acquired Test America for the August calendar sponsor. Todd & Elva to coordinate making a list of potential sponsors for the conference.
	2. Mentoring- Amy has an idea but will present at the next meeting.
1. **Administrator’s Report** – Teri Hasbrouck. See the member report. 839 current members; 110 NAEP
2. **Old Business**
	1. Conference Update- FAEP in person meeting at the conference at noon. BOD members to email in a vote for the time desired. Most seemed to want to attend the morning program.
	2. NAEP Update- They need volunteers to get involved with committees to grow the organization. They would like to start 4 new chapters and grow California & Florida. The NAEP would like their updates distributed. It was decided to post a link on the website. The consensus was that no one reads the update so we would not send it as a separate email. Incentive of $50 back to the FAEP if a new member joins NAEP.
3. **Action Items (if any)**  - Elva Peppers

Elva- work on Board Book & get input from chapters.

 Help with targeting sponsors for conference (discuss further at Aug meeting)

 BOD- Let Amy know what time is preferred for the in person meeting at the conference.

 Amy has an idea about mentoring but will present at the next meeting.

Debbie- Research & purchase I-pad mini

 Bruce will draft selection criteria for Lifetime Achievement award.

1. **Adjournment** 1:03PM