September 20, 2023

4:00 PM – 5:00 PM EST

1. Call to Order & Roll Call –Chrissy/Kevin/Debbie

2023 Officers:

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| Christine (Chrissy) Schaub – Chair | Joe Brown - Director |
| Joe Applegate–Immediate Past Chair | Carl Eldred– Director |
| Kevin Holbrooks – Vice Chair | Susan Kennedy – Director |
| Debbie Hitchcock - Secretary/Treasurer | Manitia Moultrie – Director |
| Liz Foeller – Executive Secretary | Veronica Figueroa – Director |
| Kaitlyn Watkins – Membership Director | Dr. Jiannan (Nick) Chen – Scholarship Chair |
| Christina Akly– Education Director | Lynn Robinson – Continuing Ed Chair |
| Sara Ahsan – Website Director | Michael Kyhos - Director |
| Byron Burrows - Director |  |

1. Old Business:
   1. Approval of **August** Meeting Notes - table approval of minutes until next meeting

1. Treasurer Report – Liz – approx. $189K current balance
2. Website Updates – Sara/Liz – still pending, Chrissy to coordinate with Sara on website updates
3. Scholarships – Nick – have a lot of applications, Nick did a prescreening to make sure all provided the required materials and which scholarship each are applying for, there appears to be a lot of post grad applicants. Asked for guidance on how to select/review applicants. The Board previously used scoring card & Board volunteers reviewed the applications. Joe suggested sending an email to the Board to ask for volunteers to review the applications.
4. Annual Meeting – Tallahassee, FL
   1. Two half-day structure
   2. Planning for December 6 & 7 at the Edison – Joe to check availability that week. Start meeting at 1:00, then YP happy hour; next morning with brunch late morning and wrap it up around 1:00.
   3. Planning Committee –

Coastal Plains/Big Bends is open to co-leading the meeting; Liz indicated that that if the Section splits profits with Coastal Plains, it will cut into money available for scholarships; she hasn’t seen anything from International on support on the conference this past year. Appeared to be general consensus to include the Coastal plains, and think outside the box on scholarships, such as target sponsorships for scholarships and target conference registration to cover cost of conference. Charging for registration: FDEP lower cost ($25), speakers are free, normal registration ~$100 to cover cost of the room and the meal. There was also discussion about coordinating an activity in the morning prior to the meeting. Chrissy to send out an email to the Board with a motion to reserve at the Edison, that sponsors chose scholarships, and establish planning committee.

Joe to follow up with results from Coastal Plains Board meeting; Chrissy to draft email and Joe to review; ask for Board’s response by the end of the week. Liz can sign agreement with the Edison.

1. Review of Activities
   1. Promote information sharing and grow Florida Section membership – Chrissy
   2. Promote student involvement – UF, USF, FAMU, and UWF update – Christina
   3. Promote YP development (and participation in the conference) – Chrissy
2. Chapter Updates
   * 1. Coastal Plains/Big Bend update – virtual general meeting on September 12.
     2. Tampa Bay update
     3. Southeast update – putting together in-person meeting
     4. Northeast update

Adjourn 4:42