

**Community Association Institute
Central Florida Chapter, Inc.**

Board of Directors Meeting
Dubsdread Golf Course, 549 Par Avenue, Orlando, FL 32804
March 1, 2018

Determination of Quorum: (a quorum was present as indicated by the attendees listed below.)

The following Board Members were present:

Lou Biron	President	Not in attendance, advance notice provided
Suzan Kearns	Director	Present
Michael Kulich	Treasurer	Not in attendance, advance notice provided
Chris Martinez	Director	Not in attendance
Chuck Strode	Director	Present
Frank Ruggieri	Director	Present
Kent Taylor	Secretary	Present
Robert Taylor	Director	Present
Matt Vice	Director	Not in attendance
Erik Whynot	Vice President	Not in attendance
Ken Zook	President Elect	Present

Reini Marsh, Central Florida Chapter Executive Director was also present.

Call to Order: Suzan Kearns called the meeting to order at 9:30 a.m.

Disposal of Minutes of Prior Meeting:

MOTION: Frank Ruggieri made a motion to approve the meeting minutes as submitted for January 11, 2018. The motion was seconded by Chuck Strode and approved unanimously.

ONGOING BUSINESS:

FINANCIALS - There was no report on financials due to the Treasurer not being in attendance unexpectedly.

Committee Charters – The following charters are still pending completion and submission to Reini:

- Finance Committee – Suzan finalized and provided draft to Board Members prior to the meeting, all Directors were requested to review this for a vote to approve at the April meeting.
- Golf Committee – Erik to finalize and provide by April meeting.
- Social Committee – Matt to finalize and provide by April meeting.

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CED Performance Incentives

- Suzan provided the Board Members a copy of the incentive program previously approved by the Board last year. The new Board members were brought up to speed on the purpose and intent of the program.
- Suzan will work with Mike Kulich, Treasurer, to finalize the incentive amount and get a check issued by April 30, 2018 to Reini Marsh.
- The board will be notified of the amount and verification that the check was issued at the May meeting.

SPONSORSHIP OF PMPD CLASSES

- Reini to determine if CAI National will approve local chapter sponsorship of classes by Medallion Members or others. Yellowstone and Empire has expressed an interest in sponsoring classes.

MOTION: Robert Taylor made a motion to approve the sponsorship of chapter PDMP classes contingent on verification by CAI National that they will approve this type of sponsorship. The motion was seconded by Chuck Strode and approved unanimously.

NEW BUSINESS:

CAI NATIONAL CONFERENCE 2018 – May 9, 2018 to May 12, 2018 – Washington D.C.

CAI NATIONAL CONFERENCE **2019** – ORLANDO, FLORIDA

- May 8, 2019 through May 11, 2019 at Shingle Creek Resort, Orlando
- Central Florida Chapter needs a well-connected Chair for Chapter Events, Board Members are encouraged to communicate potential candidates for further discussion.

Committee Reports:

- Golf – there was a general consensus that the same venue as last year is desirable, alternatives are still under review, dates in October not firmed up yet.
- Cares – Frank has done initial research for Habitat for Humanity, will reach out to see what in-kind or other assistance CAICF could provide. Frank to also meet with Sunshine Village to learn more about their program and needs.
- Social – Spring social event April 26 at Ember, Gala in December. Need new Chair person.
- Tradeshow – Gaylord Palms, March 22, 2019, theme of Roaring 20's suggested by committee. Chuck Strode recommended to the Board that a new mailing list from DPBR and updated by a third party to include Board Member home addresses be purchased at a cost of \$7,000.00 by CAICF and not to be a cost borne by the Tradeshow Committee. The Board suggested alternative providers and cost be researched to determine if this information is available from others at a lower cost.
- Education – no current update.
- Membership – no current update.
- Communications – no current update.
- FLA/LAC – no update.
- Meet the Managers – July 12th meeting being planned. Need new Chair, David George is no longer with BrightView.

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- Annual Meeting & Gala – December, date TBD, Venue: Highland Manor, Apopka.
- Nominating Committee – no update.
- CAI National Conference – In Orlando in May 2019 at Rosen Shingle Creek Hotel,

Next Meeting: The next meeting will be Thursday, April 5, 2018 at 9:30 a.m. at Dubsdread Golf Course, 549 Par Avenue, Orlando, FL 32804. Chapter meeting and lunch immediately following the Board meeting.

MOTION: There being no further business to conduct, Suzan Kearns made a motion to adjourn the meeting. The motion was seconded by Chuck Strode. The meeting was adjourned at 11:25 a.m.

Minutes prepared by Kent Taylor, CMCA, AMS, PCAM, Chapter Secretary