

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

Board of Directors Meeting
Thursday, October 3, 2019
Dubsdread Country Club, 549 Par Avenue, Orlando, FL 32804

Draft Minutes

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

The following Board Members were present:

Lou Biron	Director	Present
Leslie Ellis	Treasurer	Present
Suzan Kearns	Director	Present
Michael Kulich	Director	Not Present
Chuck Strode	Director	Present
Frank Ruggieri	Vice President	Present
Kent Taylor	Secretary	Present
Robert Taylor	Director	Present
Matt Vice	Director	Not Present
Ken Zook	President	Not Present
Tom Wheir	Director	Present

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

Call to Order: Frank Ruggieri, Vice President, called the meeting to order at 9:22 a.m.

MOTION: Robert Taylor made a motion to approve the August 1, 2019 meeting minutes as submitted. The motion was seconded by Chuck Strode and passed unanimously.

MOTION: Robert Taylor made a motion to approve the August 13, 2019 meeting minutes as submitted with one minor correction to the spelling of Tom Weir to Tom Wheir. The motion was seconded by Chuck Strode and passed unanimously.

Financial Report – Leslie Ellis

The August 2019 YTD financial report was distributed and reviewed. A new format for profit and loss recap by event was also presented and well received by all as a welcome addition to the report. The financials were accepted as presented.

OLD BUSINESS

Follow-up from Strategic Planning

- Policies & Business Plan – Ken Zook will provide update at next meeting
- Update Website/Social Media for membership – nothing new to report
- Three prong approach to Membership & Education: Ask an Attorney, Educated Business Partner, PMDP Scholarships 50% reimbursement – events for this year were held and well attended.

CED Annual Review – scheduled to be completed in November by Board President and Executive Committee.

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Chapter Health Insurance – no further update at this time

NEW BUSINESS

Election of New Board Members – Call for candidates were sent out to the membership. To date four candidate applications have been received. October 21, 2019 is the cut-off date for candidate submissions.

Golf Event Participation – more foursomes are needed to meet our goal of selling out all available foursome spots. All Board members were encouraged to help sell out the program over the next few weeks. There is another competing event this year a week before the Chapter event this year by Sentry Management that may be having an impact on participation that has not occurred in the past.

Complimentary (free) Lunch for Licensed Community Association Managers (LCAM)

MOTION: Chuck Strobe made a motion to initiate a change to the Chapter meeting program beginning in January 2020 to provide for admittance of Licensed Community Association Managers that pre-register for monthly chapter events complimentary admittance and that Business Partner admittance would be increased by \$5.00 to \$30.00 for attendance. The motion was seconded by Lou Biron and passed unanimously.

COMMITTEE REPORTS: (Committee Name and Board Liaison)

- Annual Meeting & Gala | Ken Zook / Michael Kulich – Ace Café, Orlando, December 5, 2019
- Cares | Frank Ruggieri – Sunshine Foundation volunteers needed for upcoming events this year from Saturdays from 9:00 a.m. to 1:00 p.m.
 - November 16th
- Communications | Ken Zook – No update at this time.
- Education | Mike Kulich/Kent Taylor – Initial recommendations for the chapter educational program for 2020 were presented at the Board Planning Meeting on September 27th by Nigar Sherifi, Committee Member. The board provided input and recommendations. The Education Committee will finalize their recommendations for presentation to the Board at their November 7, 2019 meeting.
- Golf | Matt Vice – the venue of Victoria Hills Golf Course, Deland, Florida, tickets are now on sale. October 18th
- FLA/LAC | Robert Taylor – no update at this time.
- Meet the Managers | Chuck Strobe – no update at this time.
- Membership | Leslie Ellis – no update at this time.
- NATIONAL CONFERENCE 2020 - June 10, 2020, Hollywood, Florida, Diplomat Beach Hotel. If you are planning to attend it is recommended that you make your room reservations now.

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- Nominating Committee | Lou Biron – no activity at this time, committee to become active in mid-August.
- Social | Suzan Kearns – no update at this time.
- Tradeshow | Chuck Strode – Marriott World Center, February 7, 2020, theme “Movie Night”, ticket sales are going well.

NEXT MEETING

Next Board & Chapter Meeting: **The next meeting will be Thursday, November 7, 2019** at Dubsdread Country Club at 11:30 a.m. The presentation topic will be a Legal Update. The Board will meet prior to the next meeting at 9:15 a.m.

ADJOURNMENT

There being no further business to conduct, Suzan Kearns made a motion to adjourn the meeting which was seconded by Chuck Strode. The meeting was adjourned at 11:15 a.m.

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