

#  Tuesday, November 8, 2022, 5:30 PM

#  Chapter Executive Committee Meeting

# Minutes

By Zoom

**Call to Order** – President Tracie Hodge called the meeting to order at 5:30pm. The following officers and directors were in attendance:

Chapter Officers:

Tracie Hodge, President

John Beall, President-Elect

Pam Ray, Secretary

Pete Walker, Treasurer

William Knight, Treasurer-Elect

Board Members:

Patricia Manning, Past President

Angela Rowe

Antonio Murphy

Justin Evans

Sue Graham

Officers and Directors not present:

Brittnee Clark

Melinda Miguel

Angie Robertson

Patrick Cowen

**Meeting Quorum** – Pam Ray indicated a quorum was present. A quorum is reached when 50% plus 1 are in attendance.

**Prior Meeting Minutes** – The October CEC meeting minutes were presented by Pam Ray. Antonio Murphy made a motion to accept the minutes and Angela Rowe seconded. The vote was held and passed.

# New Business:

NCC Meeting

Patricia Manning relayed the following from the meeting:

* The National President and President-Elect were in attendance
* Reach 1, Teach 1, to increase membership
* Consideration of transition of roles
* Succession planning for those coming into new roles
* Discussion about getting people to serve with some tips and tricks from other Chapters
* Understanding time commitment
* Individuals want to be asked to join and provided expectations
* ACE scheduled for 10/31/22
* LEAD conference scheduled for April 20-22, 2023 in Baltimore, MD

Community Service

Patricia Manning agreed to purchase 10 Wreaths Across America to be laid on 12/17/22 and asked the CEC to join if possible. Patricia also agreed to reach out to Elder Elf, Elder Care Services, to adopt individuals to offer financial assistance.

Webinars

Patricia Manning confirmed that 30 attended the webinar on Ethics on November 2nd. December 14th is the next webinar on Risk Management. Pam Ray agreed to send out announcement 2 weeks in advance.

CGFM Training

Sue Graham confirmed that 9 registered for the training and 8 attended. She also indicated that we may should pass on the next offering.

GTE Planning

 Contract with FSU Turnbull Center

President Hodge confirmed the dates with the Turnbull Conference Center at an estimate of $13,000 which includes rooms 204, 218, and 103. All 3 rooms are to be set up for zoom. Contract is not ready but will be executed around January 5th.

Catering Contract

Justin Evans agreed to reach out to Blue Water Catering to obtain a quote for 200 attendees.

Mobile App

Justin Evans indicated that he has assisted in the past with Patrick Cowen as lead. Since Patrick will not be available for this role, Justin agreed to take the lead and President Hodge agreed to reach out to Patrick for further instructions.

Speaker Update

Angela Rowe reported that 12 speakers have been confirmed with 2 outstanding. President Hodge indicated that she had contacted Kaye Kendrick and she confirmed.

GTE Announcement for Registration

Pam Ray agreed to send out the announcement as soon as the hotel block for the Residence Inn by Marriott was confirmed with Angie Robertson.

# Old Business:

# Committee Reports:

# Membership

# Sue Graham reported 282 members.

# Finance Committee

# Angie Robertson and William Knight are working to complete the October financials and will provide in advance of the next CEC meeting in December. Peter Walker reported that the tax return has been completed and will be submitted by the January deadline, via electronically, due to the hurricane.

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# No Committee Reports Requested

# Awards

# Membership

# Records Management

# Early Careers/Student Membership

# Education

# Bylaws

# Chapter Recognition Program

# Website/Newsletter

# Other Topics:

# Next CEC Meeting

The next CEC meeting will be held via zoom December 13, 2022 at 5:30 pm.

# Adjournment

There being no further business before the CEC, the meeting was adjourned at 6:28 pm.

Respectfully submitted,

Pam Ray

Secretary