

Minutes FACRL Board Meeting

Tuesday, January 9, 2018; 3:00 pm EST

GoToMeeting: <https://global.gotomeeting.com/join/736133077>

Dial in number: 1 (669) 224-3412; Participant code: 736-133-077

[Meeting slides](#)

Invitees: Craig Amos, Corinne Bishop, Kim Copenhaver, Sarah DeVille, Michelle Demeter, Becky Donlan, Jaime Goldman, Alyssa Koclanes, Scott Schmucker, Suzette Spencer, Christina Will

Absent:

Call to Order

Meeting was called to order at 3:00pm by Board President, Kim Copenhaver.

Amendments to the Agenda

There were no amendments to the agenda.

Approval of the Agenda

Agenda approved by the Board.

Old Business

1. Approval of minutes from the [December 12, 2017](#) Board Meeting
The approval of minutes from the December meeting was tabled until the next meeting.
2. Approval of FACRL ByLaws by the membership - Survey closed w/35 responses (Kim)
The ByLaws were approved by members. A total of 35 affirmative responses were received online.

Action Item: Kim will send a note to the FACRL membership to notify them of the approval of the ByLaws. Jaime will update the ByLaws on the FACRL website.

3. FACRL [Florida state tax-exempt status](#)- (Suzette Spencer)
Suzette provided an update about the application process to gain Federal tax exempt status and shared a document provided by FLA (Background Information for Nonprofits). Members discussed advantages and disadvantages, and the Board decided to move forward with the process to apply for 501 (c) (3) status.

Action Item: Suzette will follow up with FLA contacts to get potential recommendations of an attorney who can help the Board investigate and move forward with the process.

New Business

Officer/Liaison Reports

1. President - Kim Copenhaver
Commented on approval of the ByLaws.
2. President-elect - Becky Donlan
Reported on investigation of venues for the upcoming 2018 Conference.
3. Past-President - Christina Will
No report.
4. Secretary - Corinne Bishop
No report.
5. Treasurer - Suzette Spencer
A current balance of \$834.63 was reported.
6. Communication Manager - Jaime Goldman
No report.
7. Legislative Liaison - Craig Amos
No report.

Committee Reports

1. Membership – Becky Donlan
Requested that a non-Board member be appointed to take over as Committee Chair.
2. Nominating Committee - Christina Will
Nominations are closed. The Board received: 6 nominees for Members at Large, 1 nominee for Secretary, and Craig Amos has volunteered to serve as President Elect.

Action Item: Christina will contact nominees to confirm.

3. Conference Program
 - a. Scholarships - Sarah DeVille
Noted that suggestions are needed for 2018 Conference topics.
Action Item: Becky and Jaime will distribute a survey to members requesting suggestions for conference topics.
 - b. Location/Site Support - Alyssa Koclanes
 - c. Sponsorships - Becky Donlan
 - d. Program Proposals - Michelle Demeter

Craig reported that several members have volunteered to participate in the FACRL panel presentation at the FLA Conference.

Action Item: Craig will follow up with volunteers and report back to the Board and to FLA to provide a list of panel presenters.

Review Meeting Outcomes and Action Items

Action Item: Kim will send a note to the FACRL membership to notify them about approval of the ByLaws. Jaime will update the ByLaws on the FACRL website.

Action Item: Suzette will follow up with FLA contacts to get potential recommendations of an attorney who can help the Board investigate and move forward with the process.

Action Item: Christina will contact nominees to confirm.

Action Item: Becky and Jaime will distribute a survey to members requesting suggestions for conference topics.

Action Item: Craig will follow up with volunteers and report back to the Board and to FLA to provide a list of panel presenters.

Announcements

- Next meeting: Tuesday, February 13th at 3:00 pm EST; GoToMeeting

Meeting adjourned at 4:00 pm

Respectfully submitted by Corinne Bishop