

**AFCEA Tampa – St Pete Chapter
Executive Committee Meeting Minutes
25 October 2007**

Meeting convened at 1130. Attendees were:

Ms Karla Jund

1LT Jennifer Huntsman

CAPT Craig Stepp

Ms Amy Wright

Mr Brandt Cosgrove

Ms Juli Kellogg

Mr Tym Caddell

Mr Mike Deacy

Mr Mark McKim

Mr Carl Bass

COL Rick Davis

Ms Dale Hempel

OLD BUSINESS

1. Status of Chapter Website Enhancements
 - Recent vote on RSVP functionality.
 - **ACTION Jay Rose:** Brief status for website functionality DEMO to chapter next meeting
2. Status of Chapter Property
 - **ACTION Completed Carl Bass:** Briefed that laptop computer was purchased and provided to Brandt Cosgrove
3. Annual Schedule
 - **ACTION Michael Nicknadarvich:** Present draft annual schedule at Nov Executive Committee meeting
4. Corporate sponsor billing process
 - Karla Jund and Carl plan to send out 2008 corporate table invoices in October
 - Payment deadline would be January 1st
 - All table sponsors would have a 30 day grace period (will not be shared with them)
 - Effective January 30th an unpaid invoices would have the table suspended until payment is received

- **ACTION Carl Bass:** Execute the above outlined process after adjusting for change in luncheon and corporate sponsorship costs
5. Chapter Logo Shirts
- Intent is to sell the shirts to assist in raising money for the Hope Children's Home
 - **ACTION in Progress Billy Hogan:** Provide sample shirts to Executive Committee members by email. Committee approved obtaining and selling the shirts as portrayed by Billy, but with addition of the "AFCEA" acronym, if possible
6. Joint luncheon between our chapter and local Association for Intelligence Officer (AFIO) chapter
- **ACTION Pat Guarnieri:** Work with AFIO and Brandt Cosgrove to determine a date that is mutually agreeable to both organizations

COMMITTEE REPORTS

1. Key Reports
- Secretary
 - Review minutes of September Meeting. Minutes approved with two changes. Change "Agenda" to "Minutes" in title, change "Treasure" to "Treasurer" in Key Reports section.
 - Treasurer
 - Status of funds and 2008 budget planning required
 - **ACTION Status Carl Bass:** Carl provide a budget update at the Executive Committee meeting in October, and will adjust for changes mentioned above
 - Program Committee
 - October luncheon discussion/issues
 - **November** luncheon planning
 - Brandt proposed an increase to cost of luncheons to \$15 and cost of corporate sponsorships to \$1,500 in 2008. After much discussion, this was voted upon and approved by the committee.
 - Brandt asked all members of the committee to help the programs committee by ensuring luncheon attendees wore nametags because that ensured the attendees were registered and provide their email addresses, facilitating arrangements for future luncheons.
 - **ACTION Brandt Cosgrove: Draft input to next luncheon agenda for President to discuss this issue with attendees during administrative remarks**
 - Holiday luncheon planning
 - **ACTION Completed Lt Huntsman:** Contacted Hope Children's Home and confirmed luncheon date of 20 Dec
 - Upcoming speaker listing
 - Dec – Holiday luncheon action being worked by Young AFCEANs

2. Special Committees

- TechNet 2008 concept discussion
 - **ACTION Billy Hogan:** Contact the Association for Enterprise Integration (AFEI) to inquire about collaboration with them to partner on their spring 2008 even as we did in 2006 and brief the Executive Committee at the October meeting
- Nomination Committee
 - Final report of Nominations committee. Mike Deacy briefed the results of the election. All officers were re-elected with the exception of the secretary. The new secretary is Mr Michael Nicknadarvich
 - **ACTION Mike Deacy: Inform AFCEA International of results**

3. Standing Committees

- Publicity Committee – N/A
- Awards Committee
 - Distinguished Young AFCEAN (DYA) Of The Year Award
 - **ACTION Status Tym Caddell:** award submission will be submitted within a week
 - Young AFCEAN Program Award
 - Chapter award to recognize efforts by the chapter in this program
 - **ACTION 1stLt Huntsman:** Gather information and draft a submission for review by the Executive Committee
- Membership Committee
 - Dale Hempel briefed that the chapter now has 614 members and reminded members that November was “Bring a colleague to lunch month”
- Scholarship and Education Committee
 - Mark McKim briefed that Science Teacher grants would be coming up soon. In addition, his committee will need some help from membership in rating scholarships after the 1st of the year
- Corporate Membership committee
- Young AFCEANs
 - 1stLt Huntsman brief the field trip by the Hope Children’s Home to the Big Cat Rescue
 - **ACTION Completed Lt Huntsman:** Coordinated the event and secured volunteers to assist in the effort. Final brief was made to Executive Committee at the meeting. Carl Bass stated he may be able to get a reduction in cost for this trip and would advise later
- Small Business Committee – N/A
- Chairperson at Large – N/A
- Regional VP – N/A
- New Business – N/A

Meeting adjourned at 1315