

**AFCEA Tampa – St Pete Chapter
Executive Committee Meeting Minutes
29 Nov 2007**

Meeting convened at 1130. Attendees were:

Col Rick Davis
Mr Billy Hogan
Ms Karla Jund
1Lt Jennifer Huntsman
Capt Craig Stepp
Mr Brandt Cosgrove
Ms Juli Kellogg
Mr Tym Caddell
Mr Mike Deacy
Mr Mark McKim
Mr Jay Rose
Mr Hunter Trice
Mr Don Crews
Mr Carl Bass
Ms Dale Hempel
Mr Michael Nicknadarvich

OLD BUSINESS

1. Status of Chapter Website Enhancements
 - Seoro Partners will not support our chapter's WEB site past May 08. Jay is working two options to continue WEB site support next year and the RSVP process of the WEB site will soon be ready for review. Hunter is assisting Jay with this
 - **ACTION Jay Rose:** Brief status of WEB site support for 08 and website functionality.

2. Annual Schedule
 - Nick provided a draft schedule. Will need to add action POCs for each item along with our annual audit, golf tournament and tax return.
 - **ACTION Michael Nicknadarvich:** Present revised draft annual schedule with POCs at the next Executive Committee meeting

3. Corporate sponsor billing process
 - **ACTION Carl Bass:** Execute the approved process after adjusting for change in luncheon and corporate sponsorship costs
4. Chapter Logo Shirts
 - Billy provided a report on shirt sales with estimated proceeds of \$238 for HCH.
 - **ACYION Billy Hogan:** Final report on shirts sales in Jan
5. Joint luncheon between our chapter and local Association for Intelligence Officer (AFIO) chapter
 - Pat continues coordination with Brandt on this action. Speakers are lined up and will most likely take place early next year.
 - **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 October Meeting.
 - Treasurer
 - Status of funds and 2008 budget planning required
 - Carl provided an off the cuff status of our budget and indicated that a hard copy will be provided after the fact.
 - Program Committee
 - November luncheon discussion/issues
 - Brandt provided several metrics for our Nov luncheon (135 RSVPs, 23 no-shows, 20 walk-ins, \$183 raffle...etc). The name tag process is working very well.
 - Voted and approved to provide fee lunches to all members so the Executive Committee who are not covered under a corporate sponsorship or are on active duty.
 - Voted and approved to provide free lunches to all members who volunteer to work the luncheons and are not covered under a corporate sponsorship or are on active duty.
 - **December** luncheon planning
 - Coordination with club and with the Young AFCEANs is progressing well. All actions are within the allotted budget amount, the menu is set, and the gift process and the agenda are being finalized.
 - Upcoming speaker listing
 - Jan – MITER is scheduled

- Feb – Discussion on inviting flags from the Joint Staff J6 conference and coordination required to effect this. More to follow on this topic
- March – Still being worked along with our Chapter Golf Tournament.

2. Standing Committees

Each committee should report its progress towards achieving the Model Chapter goals

- Publicity Committee – N/A
- Awards Committee
 - 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 reported that we are currently at 625 members but Dec and Jan are large months for renewals.
 - Voted and approved that the gift for the most new members was set at \$100.
 - Brandt will add to the invitations the intent to provide a gift to the members who secures the largest number of new members.
- Scholarship and Education Committee
 - Mark is working with Hillsborough and Pinellas schools for the Science Teacher Grants. There is a problem with the size of the project in that most of them are too large. The schools will coordinate with their teaching staffs to see if they can identify some projects that are a little smaller.
- Corporate Membership committee
 - Karla continues working with Carl to secure payment from out sponsors. Invoices have been sent out.
- Young AFCEANs
- Small Business Committee
 - Hunter Trice will be taking over this committee in place of Jim Slagel.
- Chairperson at Large
- Regional VP

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.

New Business

1. Col Davis will coordinate efforts to invite the J6s from the commands to attend the December luncheon.
2. Col Davis will be forming a standing committee to address efforts to support TechNet.