

M I N U T E S

**FLORIDA ASSOCIATION OF PUBLIC
PURCHASING OFFICERS**

**BOARD OF DIRECTORS MEETING
Plaza Resort and Spa
Daytona Beach, Florida**

October 26, 2005

**President: Russ Wetherington, CPPB, CPCM
Vice President: David Nash, CPPO, CPPB (absent)
Treasurer: Cheri Alexander, C.P.M., CPPB
Secretary: Denise Schneider, C.P.M., CPPB**

Other Members Present

*Cheryl Olson
*Rhonda Scott
Ray Hooper
*Wendy Geltch
*Warren Geltch
Rey Palma
*Bobbie Marsala
*Alan Weaver
Mark Raiford
Linda Romine
Bobbi Palmer
*Bernadette Hitchins
Linda Smith
Ranae Smith

*Designates voting members

President Russ Wetherington called the meeting to order at 10:08 am and offered a prayer for the success of the conference and for all of those who couldn't attend due to hurricane Wilma, and then the Pledge of Allegiance.

Presentation made by Mike Stopnick on Chapter Manager Software and how it could work for FAPPO. Lots of questions were asked and the price schedule discussed. Rhonda Scott also brought up during the discussion that the FAPPO Webmaster had asked to be relieved of his duties and that a new Webmaster had been found to take over those duties. It was discussed that if the Chapter Manager software was purchased that there might be additional charges to help incorporate it into the FAPPO existing website.

Motion made by Bernadette Hitchins to change Webmaster from Dan Olson to Carl Scott with an amended contract amount to be negotiated by the President. Seconded by Wendy Geltch. Motion Carried.

Motion made by Denise Schneider to purchase the Chapter Manager Software and seconded by Wendy Geltch. Discussion followed. Denise Schneider amended the motion to include to be paid for from Reserve money with a not to exceed amount of \$10,000 for the software, \$5,000 for the implementation cost and \$3500 for the 2nd year of maintenance. Seconded by Warren Geltch. **Amended motion to read "Purchase of Chapter Manager Software to be paid for out of FAPPO Reserve money with a not to exceed amount of \$10,000 for the software, \$5,000 for the implementation cost and \$3500 for the 2nd year of maintenance. Amendment carried. Motion Carried.**

Vice Presidents Report-No report due to absence of David Nash. Russ Wetherington advised that the speakers for the Spring Conference were 75% completed.

Treasurer's Report-Cheri Alexander-Cheri presented the treasurer's report and also reports from Lynco who audited the FAPPO books. The cover sheet on the Treasurer's Report was inaccurate and needs to be revised to reflect the quicken reports. Motion by Alan Weaver to accept the Treasurer's report and seconded by Cheri Alexander. Motion carried.

Special Event-Bobbi Palmer, Chairperson-(out of order)-The special event has been changed from the Daytona Speedway back to the hotel due to cost. Proposed is a casino night with a projected cost of \$16,300.

Membership Directory-Wendy Geltch, Chairperson-(Out of Order) Wendy explained the costs involved with producing the membership directory. **Rhonda Scott made the motion to make the membership directory available on the website. Seconded by Cheryl Olson. Amendment made by Rhonda Scott to include "and to put membership directory cd's into the binders at the Spring Conference and to mail the directories to those that indicated they wanted the directories by mail". Amendment seconded by Cheryl Olson. Second amendment made by Rhonda Scott to mail the membership directory to all members in December via cd's. Seconded by Cheryl Olson.** Discussion followed. **Amended motion failed 6-2. Motion failed.** As per

the motion made and carried in May, directories will be available by download off the FAPPO website, via CD and hard copy to be mailed to those members who indicated on their membership application that they wanted a hard copy. FAPPO will work towards not printing any directories because of the high cost and get members to download the directory or get from CD.

Motion made by Wendy Geltch to offer full refunds for Fall Conference attendees who registered and couldn't make the conference due to hurricane Wilma and seconded by Bernadette Hitchins. Motion carried.

Alan Weaver made a motion to sell the FAPPO Directory for \$250 to Vendors who didn't attend the Trade Show. Wendy Geltch seconded the motion. Discussion followed and motion carried.

Secretary's Report-Denise Schneider-minutes from the June meeting were presented. **Motion by Alan Weaver to approve minutes and seconded by Warren Geltch. Motion carried.**

Advertising/Sponsorship Committee-Barbara Kuhl, Chairperson (absent) Cheryl Olson explained that the committee was working on ideas and would come back to the next board meeting with more information.

Awards-Keith Glatz, Chairperson (absent)- Bobbi Marsala reported that the NPI awards would be made on Thursday morning the 27th of October at the Fall Conference.

By-Laws Committee-Rhonda Scott, Chairperson-The committee is working on some by-laws changes and will present them at the next meeting.

Finance Committee-John Klatt, Chairperson (absent). Ray Hooper spoke about some changes for this committee that would be presented at the next meeting.

Historian-Wendy Geltch-No report.

Legislative Affairs Committee-Kirk Buffington, Chairperson (absent) No Report.

Member Recruitment-Rey Palma, Chairperson-Rey has been sending out letters to recruit new members and is still looking for other ways to recruit.

Fall Workshop-Food Services-Pam Thompson, Chairperson (absent). Food count changed down to 120 due to many attendees not making the conference because of Hurricane Wilma.

Fall Workshop-Program-Alan Weaver-Chairperson-Fall Workshop is all set up and the speakers are able to make the conference.

Fall Workshop-President's Reception-Jeaniene Jennings-Chairperson (absent).
President's reception to be held from 7 to 9 pm on Thursday evening.

Annual Conference-

Banquet Committee-No Report

Banquet Entertainment-Mark Raiford setting up some type of performance during dinner and then music after dinner.

First Timers-Linda Romine has the first timers event set up and ready to go.

Food Services-No Report

Golf Tournament-Alan Weaver reported site has been chosen and committee looking for sponsors.

Hospitality-Ray Hooper advised Hospitality team is ready to go.

President's Reception-No Report

Program Chair-No Report

Special Event-See previous information

Tradeshow-Linda Smith and Ranae Smith are looking for some new ideas on levels of sponsorship and welcome any input from members so they can come up with some type of brochure.

VIP Coordinator-No Report

FAPPO 2005/2006 Budget- presented by Russ Wetherington and adjustments were made to balance the budget. **Motion by Wendy Geltch to approve the budget with changes and seconded by Alan Weaver. Motion carried.**

Old Business

1. **Minutes previously approved.**
2. **Future Direction of FAPPO**-discussions on direction of FAPPO.
3. **Insurance** has been purchased which covers liability and the Trade Show
4. **Board voting via email/internet**-use-still in discovery phase on software to do
5. **Discuss Pro-D-FAPPO** and the State are working together to coordinate classes

New Business

1. **Acceptance of P-Cards for Conference and Trade Show**-can be accomplished using Chapter Manager Software.
2. **Annual Conference**-attendance by non members (purchasing "bosses") discussion on having conference fee at \$350 for those who might want to attend. Will be discussed again.
3. **Application for Honorary Membership**-Linda Wilson has applied for Honorary Membership. **Motion by Wendy Geltch to accept Linda Wilson as honorary member. Seconded by Bernadette Hitchins. Motion Carried.**
4. **Executive Director**-No Report
5. **Strategic Planning Session**-Discussion on strategic planning and long range plans. Determined it would be advantageous to do some type of S.W.O.T. analysis at the Spring Conference to get member's opinions and then plan based on that analysis.

6. **Membership Data-Web Site vs. Wendy Geltch list.** The new Chapter Manager software should address the problem with having 2 separate lists.

7. **Volunteer Link**-No Report

8. **Fall Conference**-Cheri Alexander brought up for discussion the fact that the Fall Conference loses money for FAPPO and that perhaps it would be better to incorporate the State Workshop info into the Spring Conference due to the low attendance and the fact that we have it during the Hurricane season, which has hurt FAPPO. Denise Schneider also mentioned that she would like to only do the Spring Conference as per Cheri's idea, but also to run a dual track (a beginners track and perhaps an advanced track utilizing some of the State classes to supplement some other advanced classes). Discussion followed and this will be brought up at the next meeting.

Motion to adjourn meeting made by Alan Weaver and seconded by Denise Schneider. Motion carried.

Meeting adjourned at 5:55 PM

Respectively Submitted by
Denise Schneider, Secretary FAPPO
November 2, 2005