**AGENDA  
SASFAA Transition Board Meeting  
Westin Fort Lauderdale Beach   
June 10-12, 2019  
Meeting Room – Bonnet on the Mezzanine Level, South Tower**

**Far and away the best prize that life offers is the chance to work hard at work worth doing. – Theodore Roosevelt**

***Sunday, June 9, 2019***

2:00 PM State Presidents Meeting (Bonnet) Sandy

6:00 PM Dinner on Own All

9:00 PM Hospitality Suite

***Monday, June 10, 2019***

8:00 AM Breakfast Buffet Tinta

9:00 AM Call to Order Bryan

*Proxy:*

*Katie Harrison for Kisha Howze, Robert Muhammad for Jamie Pendergrass, Lakisha Sanders for Amber Singletary, and Stacy Walker for Steve Taranto.*

Establish a Quorum

*President called meeting to order. 9:11am. Celena moved to accept changes to agenda as needed. Second. Motion carries.*

***Action Item: Approval of Agenda with authority given to the President to make changes as needed in order to facilitate the flow of business.***

Welcome to Florida David

9:15 AM Approval of Prior Minutes Tarik

* February Board Meeting
* April e-meeting

*Sharon moved to accept minutes, second. Motion carries.*

Motion/Action items

* Review GAP Assessments Sharon

*Summarized GAP report and its findings, commended 18/19 board on the work done in the report. Solicited questions for the GAP report. A recommendation in the report that we should move NAOW from SC, was reversed as in time registration turned around and we should consider SC in the future.*

* Stipend for mid-level elimination Celena

*Recommendation to eliminate as the mid-level commitment isn’t a week long. Motion reduce stipend from $200 to 0 and update P&P. motion carries. (section 11.6.2, remove section B)*

* 2020 NAOW proposal Michael

*Review of all NAOW and some proposals had been eliminated due to various reason, distance, activities, cost. The committee is still in search of a perfect site until they receive more proposals. Tabled decision until July board meeting.*

* 2020 Transition meeting proposals Michael

*Much discussion surrounding transition meetings, reviewed all proposals. Bill moved to accept Myrtle Beach Hilton resort, second. Discussion asked about flight cost. Ayes have it, motion carries.*

* Proposal of CPA Group for Audit Marian

*Recommendation to hire company for 1 year to review 18/19 fiscal records. Will then make recommendation as to whether SASFAA should hire a bookkeeper. Cost would be $5250 for 1 year*. *Sharon moved to accept proposal, second. Motion carries.*

* Additional Members to Charles Schwab Account Marian

*Recommendation for Leah, Bill, and Marian to the CSA. Katie moved, second. Bill and Leah abstained. Motion carries.*

* Review Conference guide Runan

*Site Selection section 6.14 correct even to event.*

*Suggestion to create document for p&p changes so it’s uniform. Conversations had to review entire p&p for duplicates.*

*Tarik moved to accept conference guidebook to the governing documents, second. Motion carries.*

10: 15 AM Break

10:30 AM P&P Changes/Proposals

* Professional Advancement Committee update in By-Law Celena

*Recommendation that any place we refer to professional development committee change to professional advancement in p&p. Stacy moved, second. Motion carries.*

* Updating section of P&P 11.1.4 Katie

*Recommends adding VP, Treasurer elect, global, electronics, and site selection to ex-officio. Also recommends that state rep serve as local arrangements chair. Recommendation rescinded as complete review of p&p will take place.*

* Updating section of P&P 8.1.1 Sarah

*Review suggestion for Sarah in wording*

* How hotel points should be distributed Michael

*Discussion surrounding who should get points. Tabled to site selection chair to review and bring back recommendations.*

* Sponsorship levels in P&P Biz

*Summarized new proposal for sponsorship guide. Recommendation to move sponsorship levels language as mandated items as information could change. Section 6.16.1. Celena moved, second. Friendly amendment to state levels will be recommended by the committee and approved by the board. Motion carries.*

*New sponsorship committee will review the entire section and come back with recommendations.*

*Bill moved to accept guidebook with stipulation that it’s reviewed and updated annually and approved by board. Second. Motion carries.*

* Review 10.9 and consistency Runan

*10.9 states comp of room registrations, but 10.9 in handbook says dissolution of assets.*

12:00 PM Lunch TBA

1:00 PM Round of Successes (2-3 minutes)

*Updates given.*

Old Business

*Small task force created to review vendor/sponsors who exhibit without paying fees. Will bring back recommendation for July Board Meeting.*

*Table of contents needs updated to reflect rewrite of section 10.*

*Bill motion to adjourn meeting at 2:23pm, second. Motion carries.*

3:00 PM Transition Meeting

Welcome Bill

Introductions All

Review of Notebook Bill

Team Building Activity “the why” All

Parliamentary Procedures Bill

Budget & Finance Marian

Adjourn

6:00 PM Dinner at Bubba Gump All

***Tuesday, June 11, 2019***

8:00 AM Breakfast Buffet (coupons) Tinta

9:00 AM Review of LRP Sandy

Team Building Activity “Top Five from P and P”

Review of Board Reports Tarik

Expense Reports Leah

Goal Development All

12:00 PM Lunch

1:00 PM Training Update Joan

Nominations and Elections Bryan

Team Building “Developing a Square”

Planning for the Future Celena

Board Expectations and Important Dates Bill

Questions and Answers All

Adjourn

6:00 PM Dinner on your own