



## **FCA Board Meeting Minutes**

Respectfully submitted by Bradley Carter, Alpha Tau Omega

April 10, 2014

FCA Board Meeting (Conference Call)

### **In Attendance:**

Bradley Carter, Alpha Tau Omega: Director of Information  
Nathaniel Clarkson, Sigma Nu: Director of Finances  
Jesse Lyons, Kappa Alpha Order: Vice President of Operations  
Tracy Lyons, Omicron Delta Kappa: Director of Education  
Ashley Martin, Zeta Tau Alpha: President  
Jennifer Siler, Alpha Delta Pi: Past President  
Teri Sloan, Chi Psi: Director of Networking  
Andrew Talevich, Lambda Chi Alpha: Director of Marketing  
Robert Umstadter, Beta Theta Pi: Vice President of Programming

### **Not In Attendance:**

Mary Ellen Hardies, Delta Gamma: Director of Recognition

### **Call to Order**

President Martin called to order at 3:06 p.m. Eastern Time.

### **Opening Remarks:**

- None.

### **Reports:**

#### **Vice President of Operations, *Jesse Lyons***

- Monitoring people/groups joining the Memberplanet database

#### **Director of Finance, *Clarkson***

- Keeping an eye on Memberplanet and people/groups joining
- Working with groups that still have not joined or lapsed in their membership
- Expecting a few more membership sign-ups before the Annual Conference
- 67 member organizations signed up so far (more than budgeted)
- *J. Lyons*: Looking to cross-reference all groups that submitted for awards to ensure they have paid dues
- "Do we need to reset any passwords due to the 'Heartbleed' virus running around the web? I would assume yes, but wanted to let you all know." Additional discussion about security and password resets.

#### **Director of Information, *Carter***

- Gearing up for the database announce and launch at the Annual Conference

**Director of Networking, Sloan**

- Working to get more Associate Members signed up and upgrading their memberships
- discussion about associate member “teams” where two members develop a partnership or “piggyback” for their membership; Reaching out to Phil Salvo about the partnership issue
- *Umstadter*: “Is there any sort of agreement of expectations that associate members sign and we counter sign?” *Response*: “not currently.” Additional discussion.
- *Martin*: “It should be communicated that associate members may not partner together for a membership.”

**Vice President of Programming, Umstadter**

- Reviewing the committee chair suggestions and nominations (Umstadter maintaining list for confidentiality and accuracy)

**Director of Education, Tracy Lyons**

- Next Brown Bag is April 16 at Pi Kappa Psi; Topic: “Crisis Communication”
- Working through the five finalists for the internship program
- Banquet update: Banquet-only fees are \$65 with on-site or mail-in payment options
- Currently have 89 people registered for the Annual Conference; definitely going to hit the 100 mark!
- Wednesday reception will be a welcome reception with free time afterwards - best time for associate member dinners
- Additional details for the Annual Conference, including board meeting specifics
- Working on addendum for more rooms
- Worked out the NICS issue with the program book
- All but one of the Annual Conference sessions have been filled
- Review of the conference sessions
- Voting on Midyear 2015 and Annual Conference 2016 coming up soon

**Director of Marketing, Talevich**

- Continuing to work with the marketing team to develop programs and protocols that best suit the Association
- Looking for any feedback
- *Briefings* should be in your mailbox soon
- Working with Marketing Committee teams to set
- Developing the 2014-15 Marketing and Communications plan
- Phone call with Patrick from Groot about website content and upgrade

**Director of Recognition, Hardies**

- Absent. Report given by Umstadter.
- Weghorst monitoring awards judging process
- Awards will be shipped to Phi Mu Headquarters and transported to the conference
- Colin Zimmerman to take point for the awards banquet and all recognition duties with Hardies and Weghorst not in attendance for the entire conference
- Awards this year should reflect the new award name changes

**Past President, Siler**

- Nominations Committee has decided the slate for the 2015 FCA Board of Directors

- Suggested edit to the Article 4, Section 2 of the FCA handbook/constitution concerning Past President and additional Board member
- Amendments will be sent out by April 15 for the general membership to review and approve by the Annual Conference

**President, *Martin***

- Finalized FEA 2014 sessions hosted by FCA; additional details given on specific sessions
- Committee Reports are due to Directors by May 1
- Board Transition Reports are due to Martin by May 7
- NICF grant information

**Old Business:**

- None.

**New Business:**

- None.

**Comments for the Good of the Order:**

- *Martin*: "Thirty four days away from the Annual Conference."
- No Board call on May 8
- Details about Board meetings at the Annual Conference

Martin established the next director's meeting at the 2014 Annual Conference in Atlanta on Wednesday, May 14, 2014.

Meeting adjourned at 4:06 p.m. Eastern Time.