



FCCD State Board Meeting 1st Quarter Meeting Minutes

November 8, 2024

Location: Rosen Plaza, Orlando, FL

Chapter Presidents/Proxy

The following Chapter President/Proxy were present:

Chapter 1 – Judy Brown	Chapter 2 – Tim Strickland	Chapter 3 – Valerie Stoner
Chapter 4 – Tammy Marcus	Chapter 5 – Tina Morgan (Proxy)	Chapter 6 – Janine Cannon
Chapter 7 – Cherlanda Chiverton	Chapter 8 – Marie Di Bernardo (Proxy)	Chapter 9 – Tynesia Beasley
Chapter 10 – Absent	Chapter 11 – Absent	Chapter 12 – Angelica Pennington
Chapter 14 – Tomas Shinal	Chapter 15 – Traci Osborn	Chapter 16 – Absent
Chapter 17 – Matthew Harper (Proxy)	Chapter 18 – David Lacob (Proxy)	Chapter 19 – Carmen Rua
Chapter 20 – Donna Martin-Bolton (Proxy)	Chapter 21 – Ginger Lipford	Chapter 22 – Leonor Vona
Chapter 23 – Tammy McCrosky (Proxy)	Chapter 24 – Christa Riley (Proxy)	Chapter 25 – Tony Knight
Chapter 26 – Julie Johnson	Chapter 27 – Terry Torry	Chapter 28 – John Robertson
Chapter 29 – Julie Crews	Chapter 30 – Gail Page (Proxy)	Chapter 31 – Marry Maiocco
Chapter 33 – Kimberly Shirah	Chapter 34 – Jacky Snow	Chapter 35 – Jeremy Proctor (Proxy)
Chapter 36 – Absent		

Welcome and Call to OrderPresident Michelle Whitworth

- President Whitworth called the meeting to order at 1:30pm, welcoming all in attendance to the 1st Quarterly Board Meeting.
- Pledge was led by Kenny Johnson.
- Invocation was led by Fran Barber.
- Roll call was conducted by Secretary Angela Gordon with a quorum being established. There were 21 Chapter Presidents in attendance and 9 proxies.
- President Whitworth introduced the Executive Board: President Elect - Sara Zamora-Baldrige; Treasurer – Tyler McIntosh; Secretary – Angela Gordon; Immediate Past President – Dr. Laura Bedard; Executive Director – Gina Giacomo; Executive Secretary – Shelley Liddle; Administrative Assistant – Debbie Kissane

Secretary's ReportSecretary Angela Gordon

- The 4th Quarter Meeting Minutes were presented by Secretary Angela Gordon.
- Motion to accept the minutes was made by Merrell Colchiski.
- Motion was seconded by Mike Willis.
- Passed unanimously.

Treasurer's Report.....Treasurer Tyler McIntosh

- The 4th quarterly treasurer's report was presented by Treasurer Tyler McIntosh.
- Florida Credit Union 12-Month CD (Foundation) has a balance of \$77,730.75, First Florida Credit Union Checking (Operating) has a balance of \$45,558.62, First Florida Credit Union Prime Share (both accounts) have a balance of \$30,042.52, First Florida Credit Union Checking (Institute) has a balance of 448,811.03) and the First Florida Credit Union Visa balance is -\$155.00, giving a total balance of (\$201,985.92).
- During this report, Executive Secretary Liddle explained the changes to the operational budget to include the removal of institute incentives, chapter rebates, changing wording of bank interest to foundation interest, removal of CPOF scholarship, and the addition of the statewide fundraiser. Revenue

– misc. revenue 17k; website renewal 9k every 2 years, 5k for leadership summit. Replaced money already spent. 20k out of CD when we rebalanced budget last year. Expenses – took out incentives, 5k yearly to account for website we pay for every 2 years, added in 15k this year to cover and have 5k to renew in 2 years. Leadership summit added as line item due to partnership with corrections foundation.

- President Whitworth asked for any questions.
- Christina Crews asked what we are doing with institute incentives. Ms. Liddle said to look at last year's operational budget, they were reallocated.
- President Whitworth called for vote to accept budget.
- Janine Cannon made a motion to accept the treasurer's report.
- Tina Morgan seconded the motion.
- Passed unanimously.

- President Whitworth recognized First Responder RX as a sponsor. Called them up and Deanna explained what they do and offered services. Take care of 1st responders who are on meds. They will come to chapters and provide lunch during training.

President Elect's ReportSara Zamora-Baldrige

- President-Elect Baldrige indicated that there was not much to report for 2025/26. No set hotel yet. Meeting with them after this meeting. Chapter Presidents must stay after this meeting. Only 16 of 36 went to new presidents training at institute. Will cover this afternoon. Read story of 3 frogs and 3 holes.

Past Presidents Report.....Dr. Laura Bedard

- Past President Bedard indicated that it had been a great year and she was now in the best seat. Just has to give advice. She highlighted successes – supported Leadership Summit, sustained upcoming year. Revised by laws. Worked on 4/5 years out. Community fundraising for MH organizations beyond expectations. The conference successful, awesome training, ended with surplus of \$48811 dollars. Thoughts with Tradewinds due to hurricanes.
- Discussion was held about the institute balance with President Whitworth making a motion to move the discussion to floor for 2023/24 institute balance and where to move balance.
- This motion was seconded by Mary Maiocco.
- The Executive Board wants to leave a surplus in institute budget without borrowing for operations budget to make downpayments, etc. Past President Sims had 10K remaining so money did not have to be swapped last time either. Christina Crews explained deposit had already been made. Merrell Colchiski said that historically there had only been 10k in fund. President Whitworth explained we had to move from operations budgets previously. Discussed there would still be a cap and would have to be unanimously approved by executive board for use. Up startup from 10k to 15k which gives more money to pay for deposits. What is left will be rolled over to next year. There will be a cap set. Other money not to be touched.
- Extra money came from vendors, registration, money saved from contracts, bar closing early, hotel refunds. 2024 current statement provided with revenue and expenses listed.
- Motion by Tim Strickland that that 48k from 2024 institute remain in the 2025 institute budget and future surpluses remain in the following years to be allocated by executive board. President Whitworth questioned if it could be done for future. Carol Starling likes the idea but knows that sometimes it goes over and would have to be borrowed from CDs.
- Statement was made by Cecelia Denmark that budget should be year to year.
- Tim Strickland amended motion that surplus from 2024 of \$48811.03 rolls over to 2025 institute to be allocated and approved for use by the executive committee.

- Second by Tynesia Beasley.
- Christina Crews clarified that cap would come from board.

Administrative Assistant Report..... Debbie Kissane

- Ms. Kissane passed sign-in sheets around. She is over the hotel. Hotel has a 5-day cancelation policy. They don't have to say they will cancel and won't charge you. If you cancel, you will get charged if not done within 5 days. If she sends emails, please respond. Takes up everyone's time.
- Elections – must submit election information timely. Make sure to have a proxy. Goal to have every chapter get Chapter effectiveness.
- President Whitworth allowed for chapters to present their fundraisers.

Executive Secretary Report..... Shelley Liddle

- Shelley Liddle discussed the survey fundraiser (100x) making \$2422.40. Plan to do again. She has a lot of resources for non-profits. Tech soup is another one. They offered hot spots for \$150/\$10 a month for unlimited data. 150 free Microsoft licenses through this. Main source of income from membership. In October, we had 356 memberships lapse. Just today, we received another 33 lost emails. We need to get some new people. Chapter 18 now the highest membership. Chapter 21 is pending memberships now. Just sent in a large batch. Rosters in packet are as of 11/7. Also, now have membership expiration dates. Please remind annual members to renew! They do get 3 emails, if address is accurate. Also, remind they don't have to pay all at one time, they can do in quarterly increments if they use a credit card. Encourage payroll deduction. Put chapter activities on website. Gulf does not have a bank account.

- Presentation by Training Chairs – Gabe Simpson and Ron Shute – Anything is Possible! When we dedicate ourselves to others, our influence grows. 7 simple steps: Embrace lifelong learning, building collaborative networks, leverage technology and data, master communication, apply evidence-based practices, prioritize well-being, and embrace change.

- Deborah McIntyre – training – Building Resilience and Mindfulness for Enhanced Well-Being – career and life coach; works with organizations to help identify challenges and goals.

- Community Service Project – Pace Center for Girls – presentation. Donna Wiebe is absent, but Hope Simpson is filling in. Discussed cash donations, wish list on amazon, meeting donations.

- Michelle Jordan briefly discussed vendor committee.

Executive Directors Report..... Gina Giacomo

- Ms. Giacomo asked about first time chapter board members. Discussed it takes all of us to make organization successful. Open to feedback on what you need. Creative ideas for membership contests.
- Ms. Giacomo asked for ideas to increase chapter membership. Asked them to write it down and give to her.

<ul style="list-style-type: none"> • President Whitworth Michelle talked about sponsors for meeting, First Responders; Via Path; Aramark; Keith, Change in Motion • Candidate Presentations – Eric “Gabe” Simpson and Hope Simpson • President’s report – give yourself a hand. 	
Presidents Report.....Michelle Whitworth	
<ul style="list-style-type: none"> • President Whitworth stated to give yourself a hand. She will be successful because of each of us. • Breakfast at 7am in hospitality; meeting at 8:30am • Light food, subs, chicken tenders, etc. for hospitality – 257 • Week after Labor Day in the next institute at the Rosen Plaza 	
<ul style="list-style-type: none"> • Chapter reports – 1-6 given. 	
<ul style="list-style-type: none"> • Meeting ended for the day at 4:15pm and the Chapter President Meeting began at 4:30pm. 	
<ul style="list-style-type: none"> • 11/9/24 – Meeting resumed at 8:30am 	
<ul style="list-style-type: none"> • President Whitworth opened the meeting and discussed Columbia style shirts for the board and turned over to Hope Simpson. • Hope Simpson gave the address for Pace Center for Girls in Winter Park. 445 Wymore Road, 32789. 	
<ul style="list-style-type: none"> • Resumed Chapter reports with Chapter 7. 	
<ul style="list-style-type: none"> • Silent Auction reports Stephen Starling and Nel Martin. Penny Social (formerly known as Chinese auction). Box in front of items, buy tickets. Goal to double profits from last year. • Pace Center from Girls – Representative Ms. Fontell – explained what Pace is about. Preparing selves for tomorrow. Requires community to walk along with them. Support mental health and wellbeing to help them have a better tomorrow. Believing in girls is what we do. • Break for photo. • Reconvene for committee reports. • Dorothy Stafford discussed the store. • Hope, Delacy and Logan for coordinating with Pace. • Tim Strickland – moderators – 5 trainings per session, need volunteers – recommend tying scholarships to volunteering; asked each chapter for 2 or 3. • Debbie Kissane – classes fill up and security controls capacity, issues with hotel. Check your receipt. • Carol Starling – LLW Award – Chapter Effectiveness – ensure you get awards in early. Start now watching what happens in your community to get ideas. • Rina Brown – last year was first conference. Community Service Awards. Wants diverse group of chapters to volunteers for committee. Will do zooms if needed. • Nicole Landrum – Re-Entry Award committee. Can be anyone in facility, community that provides re-entry services. Will do zoom training. • Laticia Howard – Academic Scholarship – email her with interest. • Dorothy Stafford – Chapter effectiveness – email her with questions. • Julie Crews – Registration – opens early, June/July. Use personal email address when you register. Ask business manager to use personal email when they use per diems. Register early. • Sara Baldrige – covering security for Jess. Works for Debbie. Works with all of conference. Must wear what Debbie says. Send Jess email or call him if interested. • Debbie introduced Melinda Hanson on Counselor newsletter committee. Kelly Cotton not here for this meeting. Articles needs to be an actual article, not newsletter. Check spellings, names. Part of chapter effectiveness. Due November 14th. Can send to Debbie if necessary. Send photos separate. • Christina Crews – Debbie will send out emails on all information. \$50 in door prizes, request 5, \$10 cards. Three-page quick reference guide. 	

- Scholarship committee – not sure who will do it yet. Put in your kids! 2 academic, 1 Ray D. McCleave
- Gina – think outside the box for articles. Could be thank you letters, what your experience at first board meeting was. Shows different aspects of us. Share FCCD with others.
- Chris Southerland – will be getting lists out on scholarship committee/awards.
- Debbie - Training and community service forms on web. Fill out forms as you go. Form, flyer, pictures.
- Michelle Jordan – working on discounts for conference.

Old Business

- None

New Business

- Shelley Liddle - Jake Daniels at Jackson, Chapter 21 got spotlight award. Membership scout – Jacqueline Mike, 18. Get names into Tyler and Sara.
- President Whitworth indicated that dates for the next board meeting in February are on the back of the agenda and that you need to make reservations on time.
- Debbie stated the same for the conference. Rollover is Rosen Inn. Make reservations early! We are only guaranteed a certain block of rooms.
- President Elect Baldrige stated that the next board meeting may have leadership (RDs, Wardens, etc.) come and listen to reports, go to hospitality. Talk to them!
- September 8th for conference
- Drawings done by chapters.
- President Whitworth called for motion to adjourn and asked for safe travels home.
- Tammy Marcus made a motion to adjourn.
- Tina Morgan seconded the motion.
- All in agreement and meeting adjourned.