



PEAF Board Meeting

Wyndham Hotel

July 28, 2018

- **Call to Order at 1000**
- **Welcome all members – Introduction of Board Members**
 - **In attendance:**
 - **Sheila Lustigman-President**
 - **John Briney-Vice President**
 - **Lori Arcomone-Treasurer**
 - **Lisa Spencer-Secretary**
 - **Scott Feldman- Historian**
 - **Kay Bradshaw-Communications Coordinator**
 - **Theresa Adams-Education Coordinator**
 - **Conference Planner-Deborah Lanni**
 - **Colleen Coppola-Chapter 1 President**
 - **Patricia Trovillion-Chapter 2 President**
 - **Chandra Gaines-Chapter 3 President**
 - **Mike Heneks-Chapter 4 President**
 - **Beverly Hunt-Chapter 5 President**
 - **Willie Williams-Chapter 6 President**
 - **Diane Foreman-Chapter 7 President**
 - **Ken Lininger-Former PEA President**
- **Review of April 21st meeting minutes**
 - **Motion to approve minutes by Patricia Trovillion, motion seconded by Theresa Adams, minutes have been approved.**
- **Review of June 30th Executive Board meeting minutes**
 - **Motion to approve minutes by Theresa Adams, motion seconded by Patricia Trovillion, minutes have been approved.**
- **Reports from Board Members**
 - **President-Sheila Lustigman**
 - ✓ **Old Business**
 - **By-Law Proposed Changes for Review**
 - ⊖ **This was part of the discussion about the by-laws, among other things, so I do not think we need to add that one thing...**
 - **Sheila closed the discussion, Lori seconded that we close the discussion on the review of By-Law changes, all agreed to move on.**

- Approval to schedule the financial review until after the election for the Treasurer.
 - Sheila will continue the discussion via email on job descriptions, please keep in mind what you have been doing throughout the year so that these tasks can be added to your descriptions.
- Vice President-John Briney
 - ✓ Total Members-380
 - ✓ Status of Chapter Presidents
 - John expressed the importance of the member's information being accurate in member planet, this is how we draw the list of emails, if the member's information is incorrect they do not get the updated information that is sent out to all of the members.
 - Members need to join Member Planet. Members can be added by Lori, but they need to pay for their membership first.
- Treasurer-Lori Arcomone
 - The Treasurer report will be sent from Lori to the Board after the meeting.
 - ✓ Update on CPA Account Review
 - Lori is updating the IRS with the fiscal year, Lori emailed him, but has not received a response, and she will email him again.
- Secretary-Lisa Spencer
 - ✓ Annual Report
 - The updated annual report was passed out and is in the attachment, any board members were asked to let me know if anything additional needed to be added.
- Communications Coordinator-Kay Bradshaw
 - ✓ Newsletter Update
 - The newsletter was sent out; the next one will be after the conference. Please have your information for the newsletter sent to Kay by the first of September.
- Education Coordinator-Theresa Adams
 - ✓ Conference Speaker Update
 - So far so good on all of the speakers
 - ✓ Committee Update
 - The Certification Committee met on June 30th at UCF to discuss final updates on the curriculum, each Certification Member is tweaking a section.
 - ✓ Certification and Re-certification
 - UCF will send certificates separately from the pins.
 - Theresa spoke to UCF about Scan Tron testing and they agreed to implement this process without an addition cost to PEAf.
 - Sheila found a 1 page contract that was emailed to her from Lori; this was dated May 2013 and had no expiration date. There are no

- The next meeting will be Sept 27th at PBSO on Audit and Inventory Transparency.
 - ✓ Chapter 5 Beverly Hunt
 - The last meeting was on May 16th at Naples PD
 - The next meeting will be Aug 14th at Ft Myers PD
 - ✓ Chapter 6-Willie Williams
 - The last meeting was June 27th at Alachua County SO on Sovereign Citizens, 25 people attended.
 - The next meeting will be November, TBD.
 - ✓ Chapter 7-Diane Foreman
 - The last meeting was May 9th at St. Johns County SO
 - The next meeting will be after the conference TBD.
 - ✓ Chapter 8-unable to attend
 - ✓ Chapter 9-unable to attend
- **New Business**
 - ✓ Review of Conference Agenda
 - ✓ Responsibilities of Board at Conference
 - Chapter Presidents will do bags and shirts, checking in the members by Chapter.
 - Board members are to arrive at noon on Sunday.
 - ✓ Shirts
 - Collared shirt-1st day
 - Executive Board color-2nd day
 - Chapter color-3rd day
 - ✓ PEAFF Items from storage for conference
 - 2 Ballot Boxes were purchased; ballots will go out this week.
 - ✓ Restaurant
 - Dinner Monday night for the honoring the Chapter Presidents at 1800 location TBD.
- Next Board Meeting August 29, 2018 from 1630-1730, after the Orlando Conference in the same room that we are using for the conference.
- Adjourn at 1303. Motion to adjourn by Sheila, seconded by Scott.