

**ASSOCIATION OF FLORIDA COLLEGES
BOARD OF DIRECTORS' ZOOM METING
Monday, November 16, 2020
2:00 P.M.**

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Matthew White called the November 16, 2020, Zoom Meeting of the AFC Board of Directors to order at 2:09 PM.

1.2 Roll Call

AFC Interim Executive Director, Marsha Kiner, took roll of the board members present for the meeting.

Matthew White

Ray Coulter

Holly Sutton

Christine Tripp

John Fey

Greg Williams

Marjorie McGee

Andre Hawkins

Byron Todd

Lynne O'Dell

Sharon Walker

Tina Banner for Travis Jordan

Michael Pelitera

Mercedes Clement

Chalah Harris

Jessie Clayton

Ryan Buckthorpe

Wanjiku Jackson

Joyce Smith

Charlene Latimer

Jaimie Pagels

Brenda Rante

Evelyn Ward

Bill Mallowney

John Barbieri

Kim Sellers

Melonie Miner

Juanita Scott

Angela Falconetti

Sandi Barrett

Randey Burnette

Joe Pickens

1.3 Consent Items for Approval or Ratification

1.3.1 Approval, Board of Directors' Agenda, November 16, 2020

Action: *Upon a motion by Gregory Williams and a second by Christine Tripp the Board of Directors' Agenda was unanimously approved as presented.*

1.3.2 Approval, Board of Directors' Meeting Minutes, October 6, 2020

Action: *Upon a motion by Holly Sutton and a second by Ray Coulter the Board of Directors' Meeting Minutes from the October 6, 2020, meeting were unanimously approved as read.*

1.3.3 Ratify, P Mathis & Associates, LLC, Bookkeeping Review Engagement

1.3.4 Ratify, Carroll and Company, CPA, expansion of services

1.3.5 Ratify, Retirement Plan Tax Return, Form 5500

Action: *Upon a motion by John Fey and a second by Gregory Williams items 1.3.3, 1.3.4, and 1.3.5 were unanimously approved as presented.*

1.3.6 Ratify, Financial GPS, LLC., Commercial Lease

1.3.7 Ratify, Michelle Fortier, Licensed Clinical Social Worker, Commercial Lease

Action: *Upon a motion by Mercedes Clement and a second by Jessie Clayton items 1.3.6 and 1.3.7 were unanimously approved as presented.*

2.0 President's Report – Matthew White, President

President White provided an update on Florida Gateway College, who recently decided to not renew their Institutional Membership with AFC. He reported that eleven FGC members had decided to withdraw their memberships after receiving an email from the college president. The email mentioned that there have been concerns with AFC. President White responded with an email to FGC members and copied President Barrett. President White shared in his email how he and Ms. Kiner were meeting with college presidents and hope to meet with President Barrett to discuss his concerns and he also scheduled a Town Hall Meeting just for FGC members.

2.1 Lake-Sumter State College Institutional Member Update

President White shared that Lake-Sumter State College will not be renewing their Institutional Membership. The email stating this, sent by Dr. Sidor, LSSC President, and the response from Ms. Kiner, informing him that the chapter would be on provisional status, were included in the meeting materials. During the meeting that President White and Ms. Kiner had with Dr. Sidor in September, Dr. Sidor expressed several concerns. President White shared that one concern that was mentioned was the need for direct professional development. Dr. Sidor was informed about the professional development workshop series that Ms. Kiner has coordinated with AFC Partner, Alpha UMi, to meet this need. Dr. Sidor did not feel that offering was enough. Ms. Kiner shared with the board that AFC has always worked with the COP in making decisions and hopes that will continue. Decisions such as building the Certified College Professional Program and buying the new AFC building involved college presidents input and guidance.

President Pickens made it clear that he would leave the call if his presence was inhibiting members from speaking. President White stated that he would appreciate President Pickens remaining on the call. President Pickens made it clear he was not there to defend or speak on behalf of any of the college presidents. AFC Board Members spoke about the importance of advocating for

AFC to their college presidents.

2.2 Council of Presidents Update

President White shared that to date, he and Ms. Kiner have held meetings with 23 college presidents, Chancellor's Hebda and Mack, and all the COP Support Council Chairs. These meetings were held to listen to their concerns regarding AFC and provide an update on the Association. It was discovered that while several were surprised to hear of the prior AFC CEO resignation, that was not the issue, but more the process of how it happened.

President White shared that he, Ms. Kiner, and President-Elect Ray Coulter, recently meet with President Pickens to review the Town Hall Summaries that took place throughout September, October, and November. The root issue seemed to be advocacy and a lack of funding. They also shared with him that the AFC will continue to provide Professional Development to the Institutional Members as well as individual members. The AFC is also committed to complete transparency on financials. The MOU's between the AFC and COP was also discussed.

President White shared that he was told that the COP will be looking at new models for moving forward, either with or without the AFC. One model would have the COP hire a new AFC CEO who would focus on the COP. The other model would separate the COP from the AFC. The COP will be further discussing this matter at their Professional Development meeting on November 20. President Pickens thanked President White and Ms. Kiner for their openness and willingness to meet and discuss matters regarding the relationship between the AFC and COP. President Pickens explained that the COP does not currently exist as an official organization. It is however a recognized group. Bill Mallowney shared that that the COP is officially an informal association supported by bylaws. President White shared that if the college presidents were to have a majority vote on the Executive Committee, that would change the AFC as an organization. That would also require a bylaws change.

President White was also informed the Board about a Legislator who was prepared to initiate an inquiry into the AFC. The legislator has currently decided not to proceed with the inquiry, since the resignation of the former AFC CEO.

The importance of keeping college presidents informed about AFC and advocating on behalf of the Association was expressed, in particular with newer presidents within the Florida College System. Several members shared their personal AFC stories of what AFC means to them. They expressed how being a member has helped them grow professionally and gain new positions at their

college.

3.0 Executive Director/CEO Report – Marsha Kiner

3.1 Approval, AFC Financial Report

Ms. Kiner presented the document, AFC Budget to Actual. She highlighted line items and there were no questions asked.

Next, Ms. Kiner presented the AFC Balance Sheet and provided highlights on the line items. Again, there were no questions asked.

Action: *Upon a motion by Brenda Rante and a second by Lynne O'Dell the AFC Financial Report was unanimously approved as presented.*

3.2 Form 990

AFC auditor, Jim Davis was present to detail and cover the information in the Form 990. Ms. Kiner shared that Mr. Davis will be present during the AFC Board of Directors' Retreat, January 22, 2021, to provide more details and explanations on the 990.

3.3 AFC Virtual Conference Updates

Ms. Kiner thanked the members of the board for their hard work this year, even during a pandemic. She happily shared that the Annual Conference program is packed with professional development sessions and encouraged everyone to attend the major sessions throughout the week.

4.0 AFC Foundation

Andre Hawkins, AFC Foundation Chair, reported that the Foundation held its Annual Meeting prior to the Board of Directors' meeting. Mr. Hawkins shared that the Foundation is welcoming new members to the board, one being Mr. Matthew White.

5.0 Commissions Business – John Fey, Vice President for Commissions

5.1 Administration

Lynne O'Dell, Commission Chair, shared an update and submitted a report which is available on the AFC website.

5.2 Campus Safety

There was no Commission report provided for Campus Safety.

5.3 Career and Professional Employees

Sharon Walker, Commission Chair, shared an update and submitted a report which is available on the AFC website.

5.4 Communications and Marketing

Tina Banner, Incoming Commission Chair, shared an update. The full list of CMC winners will be available on the AFC website soon.

- 5.5 Equity, Diversity and Inclusion
Wanjiku Jackson, Incoming Commission Chair, shared an update.
- 5.6 Facilities
There was no Commission report provided for Facilities.
- 5.7 Faculty
There was no Commission report provided for Faculty.
- 5.8 Healthcare Education
There was no Commission report provided for Healthcare Education.
- 5.9 Institutional Effectiveness, Planning and Professional Development
Michael Pelitera, Commission Chair, shared an update. He also reported that the Commission will be working to regroup and focus on Commission membership.
- 5.10 Learning Resources
Mercedes Clement, Commission chair, shared an update and submitted a report which is available on the AFC website.
- 5.11 Student Development
Chalah Harris, Commission Chair, shared an update and submitted a report which is available on the AFC website.
- 5.12 Technology
Jessie Clayton, Commission Chair, shared an update and submitted a report which is available on the AFC website.
- 5.13 Trustees
There was no Commission report provided for Trustees.
- 5.14 Workforce, Adult and Continuing Education
Ryan Buckthorpe, Commission Chair, shared an update. He shared that the Commission is in need of a Chair-Elect.

6.0 Regional Business – Holly Sutton, Vice President for Regions and Chapters

- 6.1 Region I
Wanjiku Jackson, Region Director, shared an update.
- 6.2 Region II
Joyce Smith, Region Director, shared an update and submitted a report which is available on the AFC website.
- 6.3 Region III
Charlene Latimer, Region Director, shared an update and submitted a report which is available on the AFC website.
- 6.4 Region IV
Jaimie Pagels, Region Director, shared an update. She shared that the director and director-elect positions are currently open.
- 6.5 Region V
Brenda Rante, Region Director, shared an update and submitted a report which is available on the AFC website.

6.6 Chapter Business

7.0 Standing Committees – Ray Coulter, President-Elect

7.1 Awards

Evelyn Ward, Committee Chair, shared that the report is available on the AFC website and encouraged everyone to attend the Annual Conference so that they may learn who won the 2020 AFC Awards.

7.2 Bylaws

Bill Mullooney, Committee Chair, announced that there would be no Bylaws changes for 2020.

7.3 Certified College Professional

Charlene Latimer, Committee Chair, shared that the report is available on the AFC website and announced that the CCP Program will have seven graduates during the 2020 Annual Conference.

7.4 Human Resources and Finance

Byron Todd, Committee Chair, shared there was no report from Human Resources and Finance.

7.5 Legislative

Ms. Kiner shared that Committee Chair, Jessica Kummerle, would be hosting a session during the Annual Conference and would be able to provide a preview of the 2021 Legislative Session.

7.6 Member Services

Melonie Miner, Committee Chair, shared there was no report from Member Services.

7.7 Membership Development

John Barbieri and Kim Sellers, Committee Co-Chairs, shared there was no report from Membership Development.

7.8 Nominating

Marjorie McGee, Committee Chair, shared that the latest episode of The Community, AFC's Podcast, features the 2020 candidates for AFC Executive Office.

7.9 Planning and Development

Juanita Scott, Committee Chair, shared that the Committee had not met recently.

7.10 Policy and Advocacy

There was no report from the Policy and Advocacy Committee.

7.11 Service Projects

Sandi Barrett, Committee Chair, thanked Sharon Walker and the Career and Professional Employees Commission for their assistance with the Annual Conference Service Project which highlighted college food pantries. A collaborative video has been created and will be shown during the Closing Session of the Annual Conference.

8.0 Liaisons and Special Committees – Marjorie McGee, Past President

8.1 AFC Retirees

Randey Burnette, Committee Chair, announced that the Retirees Committee will host two sessions and their annual meeting during the Annual Conference.

8.2 Speakers' Bureau

Juanita Scott, Committee Chair, stated that the Committee is still accepting applications for speakers. She encouraged Commission and Committee Chairs to reach out to their session presenters and have them complete an application for the Speakers' Bureau.

OTHER?

President Matthew White, presented his gifts of appreciation to the Board of Directors. He stated that each member's gift would be mailed - an umbrella and a pair of sunglasses. No matter "rain or shine", they will be ready for 2021!

Ms. Kiner presented President White with a gift card of appreciation on behalf of the AFC staff and Board of Directors.

ADJOURN

President White adjourned the November 16, 2020, meeting of the AFC Board of Directors at 5:04 PM.