
FLAG Board Meeting Minutes

Call to order

A meeting of the Board of Directors was held at via phone conference on January 28, 2019 at 5:30pm. Attendees included:

1. Kathleen Casper
2. Yvette
3. Sandra
4. Dory
5. Nicki
6. Viviana
7. Arlene

Approval of minutes

We will approve the last meeting minutes in email due to budget priorities.

Reports

1. Advocacy- Viviana - Recap of 2019 FLAG Legislative Day Event
 - a. It was a great day with only Kathleen and Viviana attending.
 - b. Great discussions with Tallahassee gifted network, parents, and Mr.McQuaine.
 - c. During committee meeting, Kathleen and Viviana furnished more information about FLAG and Gifted vs Bright pamphlet.
 - d. Mr. McQuaine may provide access to funding for gifted education.
 - e. More communication is needed with the Tallahassee network since they have direct network with FLDOE.
 - f. Moving forward, we need to reach out to our representatives.
 - g. To reach prospective members and network legislators, perhaps hosting another conference event in Tallahassee.
 - h. Kathleen mentioned not enough attendance from Board Members, lowering our credibility.
 - i. We should plan for Legislative Day well in advance, which includes committee establishment for those who may not be able to attend.
 - j. Gifted education advocate suggested to fund a foundation in an effort to improve FLAG presence.
 - k. Viviana would like board members to return FLAG banners and the like to a centralized location since we are sometimes missing items; Kathleen suggested mailing them to one another.
 - l. Table cloths with FLAG emblem will be reordered.
 - m. Due to the event, we need to increase communication among board members with a simple acknowledgement would suffice.
 - n. After conversations at the event, ideas for passing a bill that is well-informed and research-based is in the works for next year.

2. Treasurer Report: Yvette -Approval of 2018 Actuals and Proposed 2019 Budget (budget sent to everyone on 1/24/19- and lease see comments in email below)

a. 2019 Proposed Budget (Conservative Estimates)

Conference Items	Amount (\$)
Vendors	6,000.00
Savings withdrawal*	7,000.00
Auctions	500.00
Speakers	4,000.00
Bags	200.00
Venue	3,500.00
A/V Equipment	2,500.00
Giveaways	200.00
Printing	500.00
Supplies	300.00
Board Travel	3,500.00
Board Food	800.00
Scholarship Awards	6,000.00
Name Badges	300.00
Catering	5,000.00
Decorations	100.00

* Overage amount that should be spent down.

TOTAL: \$26,900.00

Legislative Day Items	Amount (\$)
Board Expenses	200.00
Travel	500.00
Postage	150.00
Office Supplies	100.00

TOTAL: \$950.00

FLAG Items	Amount (\$)
Conference Registration	3,000.00*
Travel	5,200.00*
Regional Meetings Travel	300.00
Banners, Signs, and Brochures	200.00
NAGC Fees	550.00
Conference Insurance	3,100.00
Government Fees	500.00
Tax Preparation	500.00
Conference Planner	10,000.00
Regional Training/Events	1,250.00**
Reg. Train/Events Travel	100.00
Technology/Website	1,600.00

*Expenses for each conference—NAGC, World, and SENG Conferences.

**Split by 5 regions.

2019 OUTLOOK TOTAL: \$55,150.00

- b. 2018 Conference Planner, Daphne did professional job but additional cost became a concern; incident occurred when no clear contracts with keynote speakers were made, even though it was implied through verbal contract.
 - c. Propose to send Patti, keynote speaker, \$400.00, which would account for the underutilization of 2018 budget.
 - d. We should not be profiting and thus spend down the \$7,000.00 overage; suggestions include entertainment, FLAG projects, and reimbursements to closely zero-out the budget.
3. President-Elect/Conference Committee Chair: Yvette
- a. Conference Planner Contract Options for vote: Motion to use Daphne to resubmit another proposal with \$10,000, if not then continue to screen and interview for prospects. No hiring without board vote.
 - b. Vote Results - Approved:
 - i. Kathleen Casper - Aye
 - ii. Yvette - Aye
 - iii. Sandra - Aye
 - iv. Dory - Aye
 - v. Nicki - Aye
 - vi. Viviana - Aye
 - vii. Arlene – Aye
4. Regional Updates: please send any reporting items to all board members to conserve time.
- a. Region 1- Kim
 - b. Region 2- Arlene
 - c. Region 3- Samantha
 - d. Region 4- Veronica
5. Public Relations: Dory
- a. Updates for PR – newsletter articles, etc.
 - b. Send newsletter items to Dory.

New Business

Vote to approve Budget items discussed in Reports above

- a. Motion the board to approve the actuals for 2018 to proposed budget for 2019
 - a. Vote Results – Approved
 - i. Kathleen Casper - Aye
 - ii. Yvette - Aye
 - iii. Sandra - Aye
 - iv. Dory - Aye
 - v. Nicki - Aye
 - vi. Viviana - Aye
 - vii. Arlene – Aye

Old Business

1. Webinars: Tiombe Kendrick-Dunn to present on school counselor issues and how it relates to gifted services
2. Emily Mistretta to present on gifted basics
 - a. Both approved.

Good of the Order

- Any ideas for conference, please email to the president-elect email.
- Think about 2-3 scholarship or half-price conference costs for members who have volunteered their time with FLAG.
- Awarding scholarship may include hotel assistance.
- Yvette is currently Treasurer and President-elect. Viviana will be interim-Treasurer; email the president if willing to help delegate responsibilities.

Adjournment

The meeting was adjourned at 6:49pm.

Secretary

Date of approval