

Tampa Bay ISCEBS Board – Monthly Meeting Minutes

Date: Friday, October 28, 2022

Time: 9:00am – 10:00am

Attendees: Jennifer Chartrand, Scot Grooms, John Phan, Rebecca Witherow, Paula Krupa, Tracy Fennell, Brian Haas

Purpose: Monthly Chapter Board Call

Discussion topics:

1. September minutes will be approved. Minutes will be forwarded to Hannah Hadley in WI.
2. Financial Update – \$5,216.38 balance – Tracy confirmed that there is a small amount of money coming back to the Chapter from the Webinar Coalition. Anthony confirmed receipt of a check and is going to deposit it. Also contacted First Citrus Bank to ask if it would be possible to get a paper checkbook in the event that we need to write checks as part of Chapter business. Anthony will start an Annual Financial Summary to provide clarity and transparency to our donors.
3. End of Year Meeting – landed on Maggiano's. - Thursday November 10th – 4:30-7:30pm. Scot has secured a room and John landed a speaker Gail Smith, Cigna Total Behavioral Health. Cigna will provide a \$1,500 contribution. Steve has generously offered a donation of \$1,000. We will also be charging attendees \$20 at the door. We need to get an invite out before the next meeting. Paula will help lead this. Discussed Board Vote process.
4. Chapter Donation Form – Dave started a DRAFT of a form that we can post to the Chapter site. Dave will contact Dallas Chapter Sponsorship & Publicity Chair Lindsay Luedtke, GBA for more advice on finalizing a form that we can post to the Chapter Site and also use for generating funds. Anthony will take a stab at a form letter
5. Website Update – Board Meeting Notes were added to the site
 - a. Reminder: Board member roles and responsibilities are up on the site. Take a look if you haven't already
 - b. Here is the link to the site: <https://www.tampaiscebs.org/our-sponsors.html>
6. Next board meeting: since we are meeting in person (Year End Meeting at Maggiano's at 4:30pm on Thursday, November 10th) the Board agreed to hold our next Monthly Call in on Friday December 2, 2022 at 9 a.m. A zoom invite has been sent to all Board Members.