

Steering Committee

Steering Committee Member List as of 8/24/2017

Name	Title	County / Consortium	Term (ends June 30 each year)
Belinda Fries	Chair - Y	Suwannee	1 year, ends 2018
Katie Foley	Vice-Chair Y	PAEC	1 year, ends 2018
James Goines	Treasurer	PAEC	Annual reappointment
Jim Dunn	Secretary - Y	St. Lucie	1 year, ends 2018
Candy Garcia	Past Chair - Y	NEFEC	1 year, ends 2018
Rick Laneau	Member-At-Large - Y	Hillsborough	1 year, ends 2018
David Lesnek	Member-At-Large - Y	Manatee	2 years, ends 2019
Doug Dillard	Member-At-Large - Y	Escambia	2 years, ends 2018
Russell Cheatham	Member-At-Large - Y	Brevard	2 years, ends 2018
Bill Nimmons	Member-At-Large - Y	Leon	2 years, ends 2018
Mike Via	Member-At-Large - Y	Palm Beach	2 years, ends 2019
Brian Boyd	Member-At-Large - Y	Leon	2 years, ends 2019
Bruce Patrou	Member-At-Large - N	St. Johns	2 years, ends 2018
	Ex-Officio Member-At-Large	FLDOE	Annual reappointment
Margo Gunnarsson	Webmaster - Y	Duval	Annual reappointment

FAMIS Board Meeting

September 26, 2017

Minutes Approval – Send Minutes from Belinda

Financial Report – See James Fin. Report

Feedback

- Wifi issues in Conference area
- No Paper Agenda – Instruction on how to print Agenda for Leave Paperwork.

- More DOE Presentations – Timing with School Grades, it is difficult for presenters – Andre needs a document on What is FAMIS? We need to have some pet projects Area of Cloud, Security, etc. Belinda needs to send Andre a document on what the Districts’ needs are for the Future Conference. Board will work together on creating this document for Andre. Andre needs document by Feb 2018.

Communication

1. Need to set-up a Google site to put all Board documents in it (i.e. Board Minutes, Financial Docs, Meeting Agendas, etc.).
2. Need a Google email from All Board Members

June 2018 Conference

- Venue: Daytona
 - Dates of Conference Tuesday 6-26-18 to Thursday 6-28-18
 - Dates of Room Blocks 6-25-18 to 6-27-18
 - Room Blocks 25th – 125: 26th – 250, 27th – 250
 - Previous Year Rooms 650 Rooms
1. Hotel Contract/Catering Contracts/Audio & Video Contracts
 - a. Belinda/Katie/Julie
 - b. Contract Signed for 2018 Conference by Belinda
 - c. Motion: Doug – Candy – The 1st day of Conference the FAMIS will pay for Breakfast \$15 each. Unanimous
 - d. Self-Parking \$8
 - e. Valet Parking \$22
 - f. Audio and Video Contracts need to be signed
 - i. Can we get larger screens for Conference Room? 6X10 is twice as much. We will lose 6’ of space in each conference room.
 - ii. Wifi connections – Can we bring in our own Internet? Glen Rampersand responsible for Internet Connection.
 - g. More stand-up tables for Breakfast.
 2. Vendor Contract Board Members
 - a. Selling Sponsorships – Bill and Julie
 - b. Sending Information emails
 - c. Get Logos
 - d. Getting Session Information
 - e. Getting Table Requests
 - f. Communicating needs, requests, and information to other Board Members regularly.
 3. Vendor can’t a la carte - Rich – Doug – The Conference will not allow for additional session purchases. Unanimous

4. How is this Conference different from others? If we use Google Docs – who is going to manage? Should we outsource? Do we need to set-up training for Districts? Have a sign-up sheet to meet with DOE Team Members for questions 15 to 30 minute sessions. Is June the perfect time for DOE?
5. District Presentation Board Member –
 - a. CVent – Backup Katie
 - b. Soliciting District Presentation – Margo and Katie – Everyone needs to be soliciting District Presentation.
 - c. Getting Presentation information
 - d. Communicating needs, requests and information to the other Board Members regularly.
6. FAMIS Banners & Signs
 - a. Decide if we want to pay for Large Hangable Banners to use year to year
 - i. Belinda will check pricing
7. Conference Presentation Suggestion – Katie
 - a. Create a poll for Districts and send to Districts
 - b. Collect information
 - c. Report to FAMIS Board at FETC Meeting
8. Door Prizes – Doug Dillard
9. Charging Stations
 - a. Where are they? Julie
 - b. How many left/Do we buy more?
 - i. Doug will purchase.
 - c. Add Charging Stations to Vendors Area to add Traffic flow
 - d. Who is responsible? Doug
10. Tuesday Night Reception – Discuss at the FETC Meeting
 - a. Repeat for 2018?
 - b. Vote on Tickets for ‘beverages’
 - c. Allow Vendors buy drink tickets or sponsor event????
11. Conference Feedback Forms
 - a. Forms – Rick will review forms and provide feedback to Board.
12. Monday Night Meeting
 - a. Katie/Belinda
 - b. Suggestions on location
 - c. Vote March/April
13. Check in’s
 - a. Katie
 - b. Nov/Dec
 - c. Jan FETC
 - d. After Feb. more frequent check in’s
14. Doug will look at options for new badges.

- a. Allow for printing Name on both sides.
15. Adjourn: Rick-Mike 12:12 p.m.