




02/10/2021

FAMIS Board Meeting



Agenda

- 2021 hotel contract amendment
 - 2021 attendee registration
 - 2021 insurance
 - 2022 contract
- 

A grid of colorful stars on a white background, used for taking attendance. The stars are arranged in a grid pattern, with some stars missing, indicating attendance. The colors of the stars include red, yellow, green, blue, and grey. The text "Take Attendance" is overlaid on the grid.

Take Attendance

Who's here ?

Name	Present
Katie Foley	Y
Peter Thorne	Y
Brian Boyd	Y
Bill Nimmons	
Doug Dillard	Y
Jim Dunn	Y
Micheal Pinnella	
Candy Derbecker	Y
Margo Gunnarsson	Y
Russell Cheatham	Y
Tracey Wilkerson	Y
Julie Jerniagn	Y
Rick Laneau	Y
Candi Garcia	Y
Mike Via	



Florida Association of Management Information Systems Inc. (FAMIS)

Treasurers Report

Board Meeting
January 27, 2021

		PayPal	Checking-2	Receivable	Visa Charges	Checking	Savings
10/27/2020	Prior Reported Balance	0.00	530.55	0.00	250.98	3,667.50	46,393.60
	Transfers	17,477.10	10,700.00			12,000.00	12,000.00
	Interest Earned						1.82
	Deposits Made	18,000.00	17,477.10	45,000.00	381.96	20,700.00	
	Expenses Paid	522.90	0.00		392.94	11,850.20	
1/26/2021	Ending Balance	0.00	7,307.65	45,000.00	261.96	24,517.30	34,395.42
	Total Cash Balance	65,958.41					
	Total Assests	110,958.41					

Income and Expenses

		<u>Count</u>	<u>Paid</u>	<u>Receivable</u>	<u>Total</u>
Income:	Platinum Sponsor (\$7000)	4	\$ 14,000.00	\$ 14,000.00	\$ 28,000.00
	Gold Sponsor (\$5000)	4	\$ 5,000.00	\$ 15,000.00	\$ 20,000.00
	Silver Sponsor (\$4000)	5	\$ 4,000.00	\$ 16,000.00	\$ 20,000.00
	Bronze Sponsor (\$2500)	2	\$ 5,000.00	\$ -	\$ 5,000.00
	Fee Waived	1	\$ -	\$ -	\$ -
	Total:	16	\$ 28,000.00	\$ 45,000.00	\$ 73,000.00

Expenses:	CVENT	\$ 10,346.00
	Storage unit	\$ 523.92
	Survey Monkey	\$ 384.00
	PayPal Fees	\$ 522.90
	Zoom	\$ 668.33
	Blue Host	\$ 17.99
	Total:	\$ 12,463.14

June 2021 Conference

As Of: 01/25/2021

<u>Status</u>	<u>Vendor</u>	<u>Tier</u>	<u>Paid</u>	<u>Due</u>
	DELL	Platnium	\$ -	\$ 7,000.00
	Edupoint	Platnium	\$ -	\$ 7,000.00
Paid	Crown Castle	Platnium	\$ -	\$ -
Paid	Focus School Software	Platnium	\$ 7,000.00	\$ -
Paid	World Wide Technologies	Platnium	\$ 7,000.00	\$ -
	Arey Jones Educational Solutions	Gold	\$ -	\$ 5,000.00
Paid	Connection Public Sector Solutions	Gold	\$ 5,000.00	\$ -
	Google for Education	Gold	\$ -	\$ 5,000.00
	SentinelOne	Gold	\$ -	\$ 5,000.00
	Lucy Security Inc	Silver	\$ -	\$ 4,000.00
	Clear Touch	Silver	\$ -	\$ 4,000.00
Paid	SMART Technologies	Silver	\$ -	\$ 4,000.00
	Frontline Education	Silver	\$ 4,000.00	\$ -
	Technology Integration Group	Silver	\$ -	\$ 4,000.00
Paid	ProLogic ITS	Bronze	\$ 2,500.00	\$ -
Paid	Skyward, Inc.	Bronze	\$ 2,500.00	\$ -
	Totals:		\$28,000.00	\$45,000.00



Survey Results

Katie

1,000

Q1

Q2

Q3

Q2

Q3

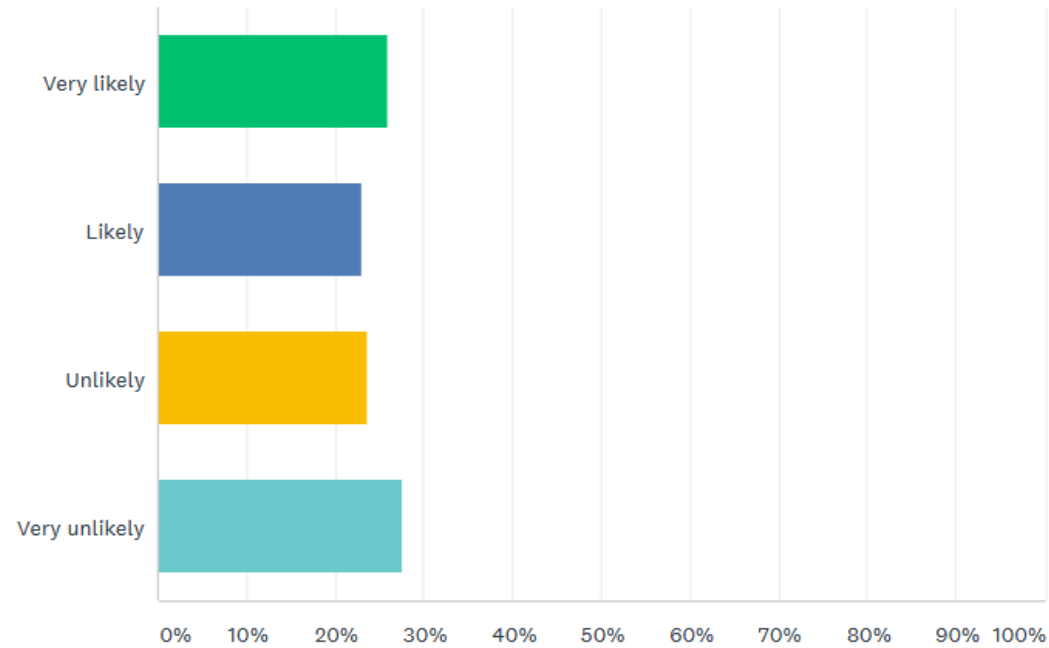
Q4

THE 2021 FAMIS Conference is scheduled for June 28-30, 2021 at the Caribe Royale in Orlando. How likely will you be to attend this conference IN-PERSON?

Answered: 301 Skipped: 0

Very Likely + Likely =
48.83%

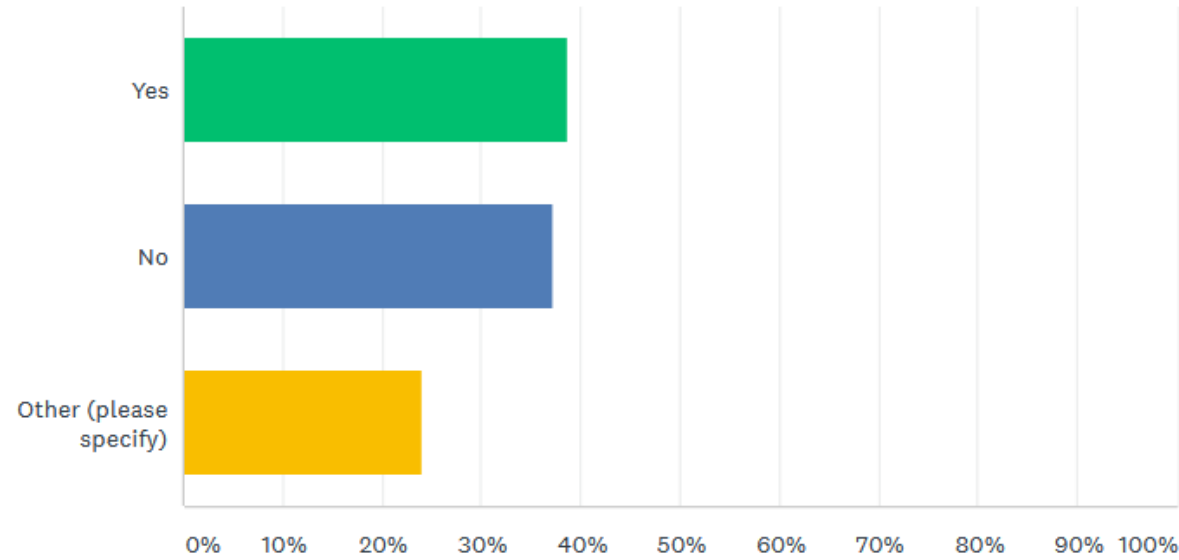
Unlikely + Very
Unlikely = 51.17%



ANSWER CHOICES	RESPONSES	
- Very likely	25.91%	78
- Likely	22.92%	69
- Unlikely	23.59%	71
- Very unlikely	27.57%	83
TOTAL		301

Is your district currently allowing travel?

Answered: 292 Skipped: 9



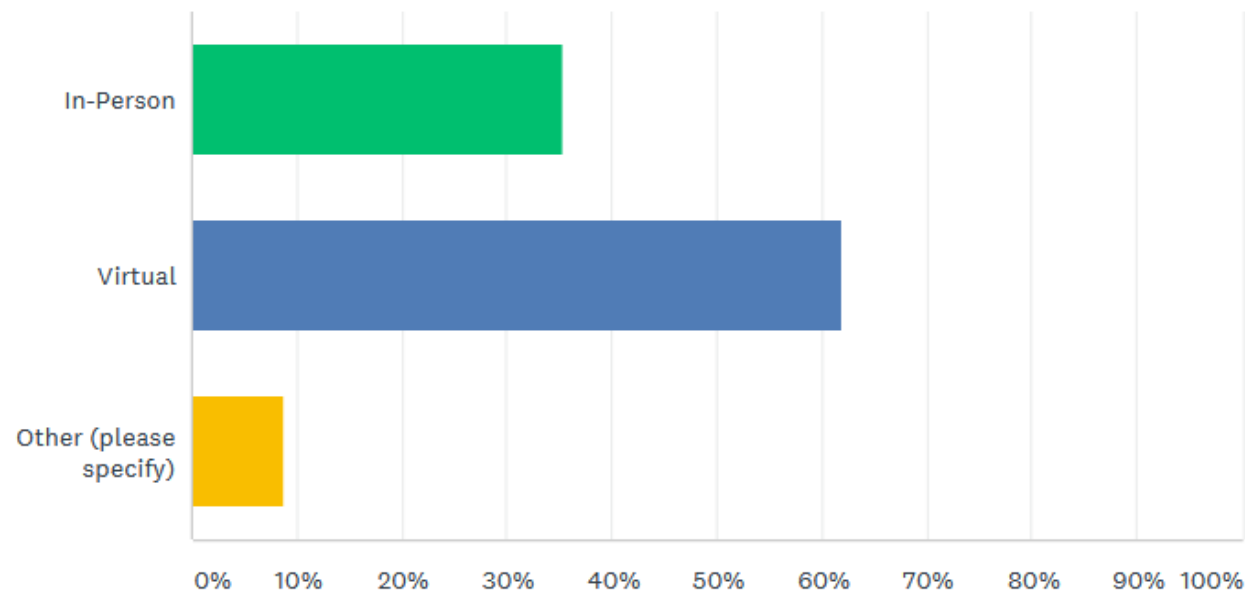
Other (please specify)
As needed
As needed
At this time, no
Dell is watching state by state with weekly updates
Depends on the situation and what the travel is for.
Depends on the travel
Do not know
Don't know
Don't Know
Don't know
Don't know
Encouraging virtual meetings at this time
For State Conferences. Case by Case basis.
I am not sure
I do not know
I don't know
I don't know
I don't know
I don't know.
If Virtual is an option then they prefer us to do virtual. Cost saving
im not sure
In State at this time
Limited
Limited
Limited travel due to Budget restrictions
May be permissible but requires approval from multiple Senior level CH
No Out of County Travel (this is still in Orange Co.)
No, but expecting it to be re-evaluated before summer.
Not clear
not sure
Not sure
Not sure
not sure
Not sure
not sure
Not sure
Not sure
Not sure
Not sure

ANSWER CHOICES	RESPONSES	
- Yes	38.70%	113
- No	37.33%	109
- Other (please specify)	23.97%	70
TOTAL		292



If both IN-PERSON and VIRTUAL Conference options are available, which are you most likely to attend?

Answered: 299 Skipped: 2



- Other (please specify)
- Both
- Both
- both but I do find I get more out of in-person and hearing from those in other districts
- both options
- both would be utilized
- depends on district stance on travel...I would like to.
- depends on status of vaccinations / travel protocols
- depends on the % of people vaccinated.
- Depends on where we are with the virus and our district.
- Either
- Either way I will attend
- I prefer In-Person but will Virtual if unable to attend
- I would attend either conference option.
- I would rather attend In-Person but will attend either one.
- if approved
- I'm not sure if we will be able to travel not only due to covid but due to budget. Would
- In-person - Depends IF I am vaccinated AND my district allows me to travel, if no to both
- It depends on the status of the current COVID-19 situation.
- It's up to my director
- miss the much needed networking

ANSWER CHOICES	RESPONSES	
- In-Person	35.45%	106
- Virtual	61.87%	185
- Other (please specify)	8.70%	26

Hotel Safety

Katie



Sanitation & Safety Procedures at the Hotel Convention Center and Meeting Rooms

ORLANDO

Thank You For Practicing Social Distancing.

Together, we can stay
healthy and stop the spread.



Keep 6 feet apart from others.



Avoid physical contact
like handshakes and hugs.



Stay clear of crowds, especially
in the company of children or
those over 65.



Avoid contact with anyone
who is sick.

- All guest and staff will be required to wear a face mask in the convention center. Additionally, all hotel staff are required to do a daily temperature check prior to their shift.
- Hand sanitizer stations will be available throughout the meeting space.
- These spaces will be organized to conform to the recommended social distancing of 6 feet.
- Hotel signage for practicing social distancing will be placed throughout the convention center (sample on the left).
- Clearly marked entrances and exists will be defined to create one-way routes in and out of the meeting space.
- Hotel will take additional precautions to sanitize the space (see next slide for more details).

Sanitation & Safety Procedures at the Hotel



Cleaning and Sanitizing

01

Sanitize frequently touched surfaces within the venue at least daily or between uses as much as possible

02

Single use items (pads, pens) will be available where needed

03

Table linen will be replaced each day for the following day where applicable

04

Soiled linen will be placed in designated linen bins to avoid cross contamination

Sanitation & Safety Procedures at the Hotel

Food Functions

CARIBE ROYALE
ORLANDO

- Several options of upgraded touchless boxed meals, individually prepackaged coffee breaks and reception food items, have been created.
- Plexiglass guards will be used on all buffets where applicable.
- Meal functions will be set at 72in rounds of 5 guests whenever possible.
- Water with a dedicated covering will be preset on the table for plated functions. As an alternative, bottled water at each place setting is available at a reduced cost.



Don't forget!
Wash your hands for at
least 20 seconds to help
stop the spread of germs.

Sanitation & Safety Procedures at the Hotel

Food Functions

- Buffets set 1 per 75 with adequate spacing for queues.
- Allow for separation of components (condiments, coffee, food) to encourage physical distancing and flow.
- For reception, scattered highboys and cocktail tables spaced 6 feet apart.
- Bars set 1 per 75 with adequate spacing for queues.
- Banquet staff will wear masks and hand gloves.



Don't forget!
Wash your hands for at
least 20 seconds to help
stop the spread of germs.

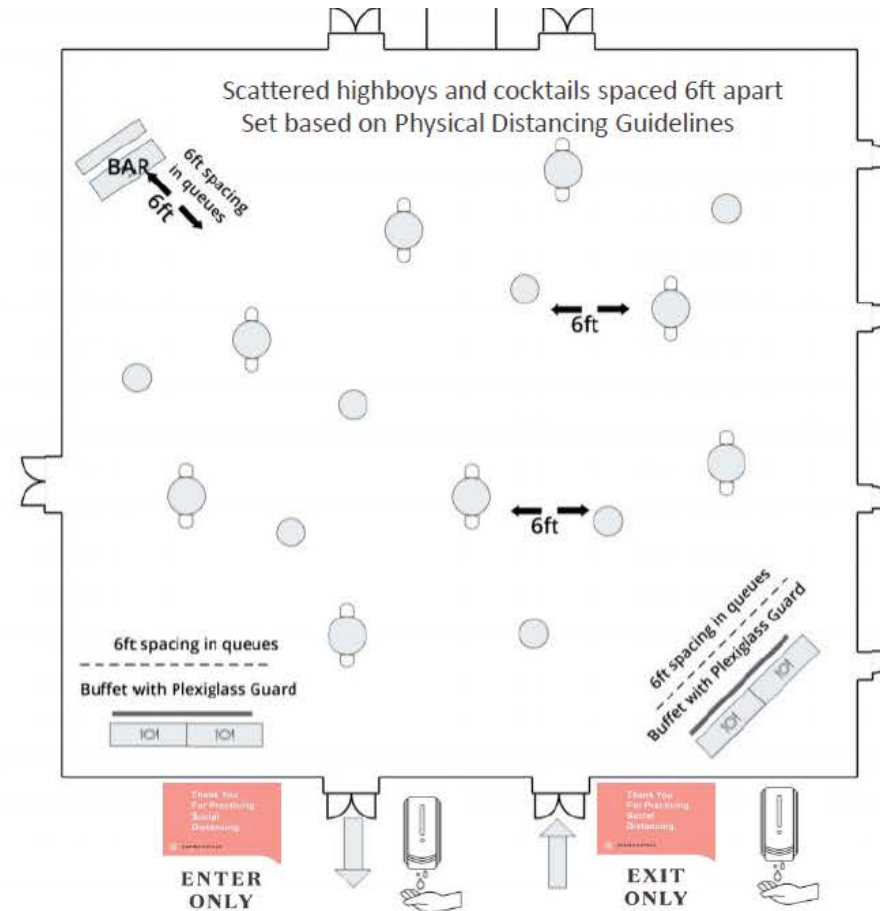
Sanitation & Safety Procedures at the Hotel

RECEPTION

ORANGE COUNTY
MANDATES FACE
MASKS MUST BE
WORN AT ALL
TIMES IN PUBLIC
PLACES.



CARIBE ROYALE
HOTELS



- Bars 1 per 75, Tables 6ft Apart
- Hand sanitizer at key access points

Sanitation & Safety Procedures at the Hotel

Meeting Room Sets

CARIBE ROYALE
ORLANDO

**THIS ROOM
HAS BEEN
CLEANED AND
DISINFECTED FOR
YOUR SAFETY.**

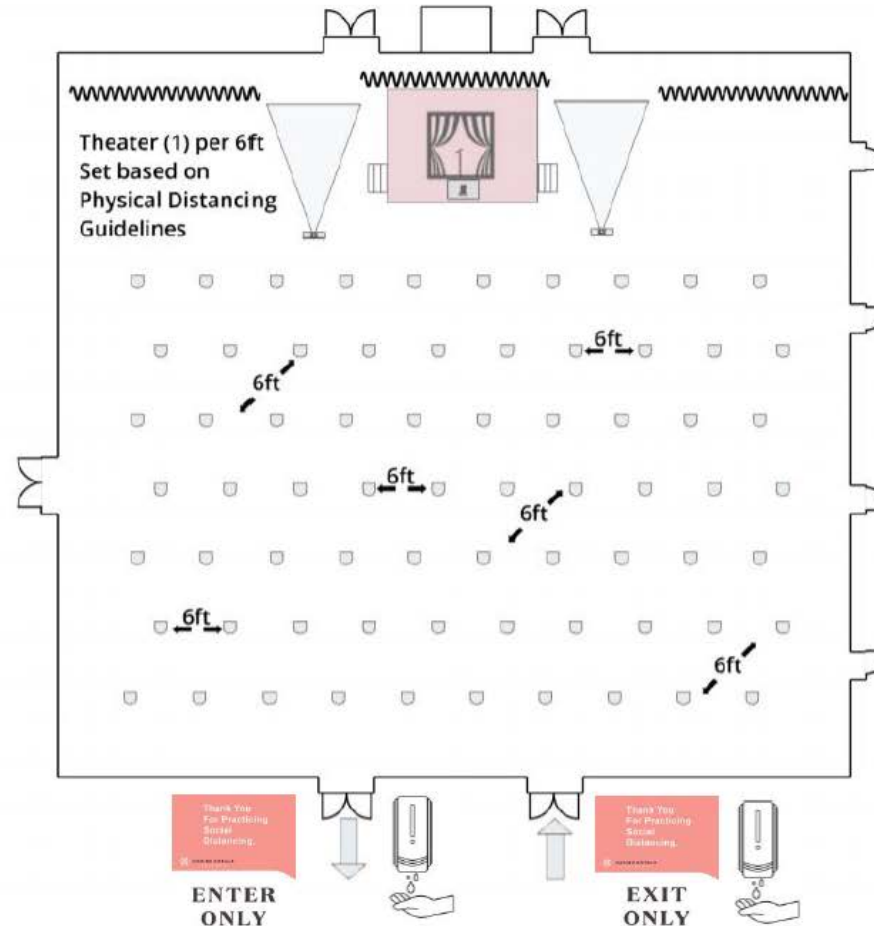


- Utilizing theater/pod style sets whenever possible will be encouraged.
- Seating will be spaced out 1 per 6-foot table for theater, classroom, conference, u-shape, and/or hollow-square.
- Seating will be spaced out 5 per 72in round.
- Water stations will now have touchless spigots and disposable cups.
- In lieu of water stations, bottled water is available for purchase at a reduced cost and can be placed at each seat.

Sanitation & Safety Procedures at the Hotel

THEATER

ORANGE COUNTY
MANDATES FACE
MASKS MUST BE
WORN AT ALL
TIMES IN PUBLIC
PLACES.

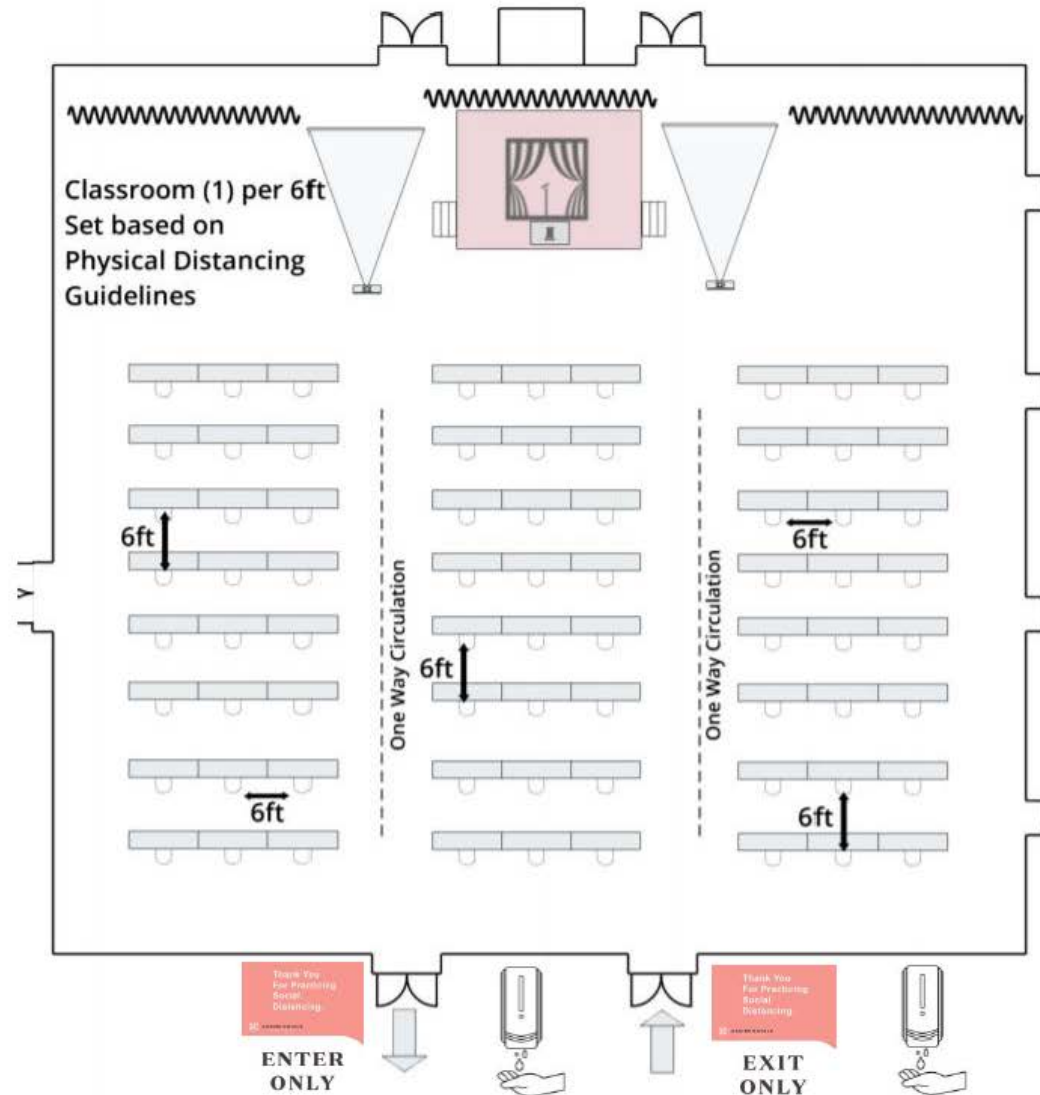


- 1 chair every 6ft

Sanitation & Safety Procedures at the Hotel

CLASSROOM

ORANGE COUNTY
MANDATES FACE
MASKS MUST BE
WORN AT ALL
TIMES IN PUBLIC
PLACES.



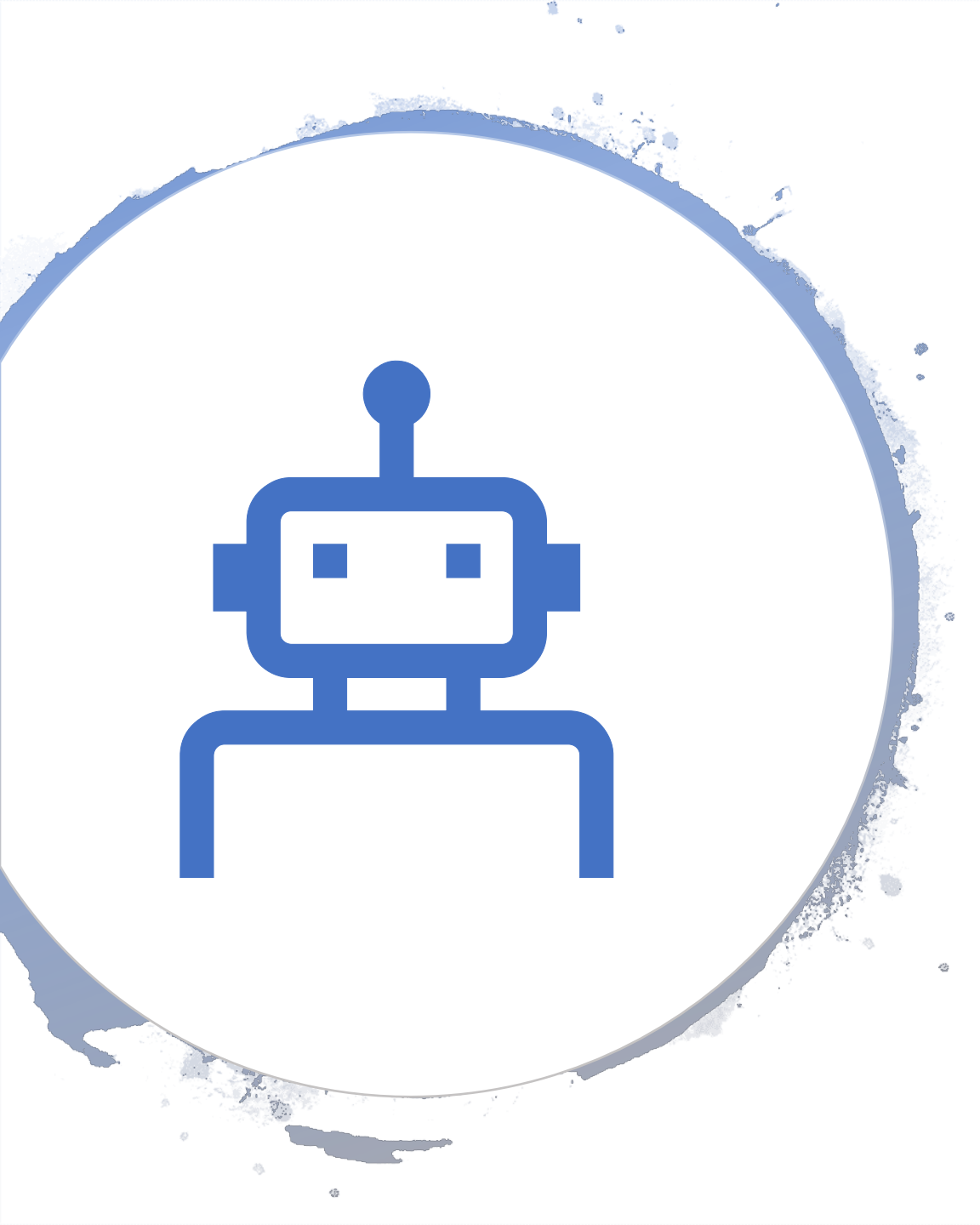
What can FAMIS do or protect our attendees?

- Vendor sponsor masks
- Vendor sponsor sanitizer sprays
- Box Lunches
- Smaller sessions
- Can we sanitize tables after each session
- One directional walk-ways
- Julie, Peter and I will plan to do a walk thru in May to view configuration



Presenters

Katie



Who will be presenting ?

- DOE- Whether in-person or virtual we can expect DOE sessions
- Vendors – Already have 14 30 min sessions
- Districts? Have we started asking?
- What are hot topics ?

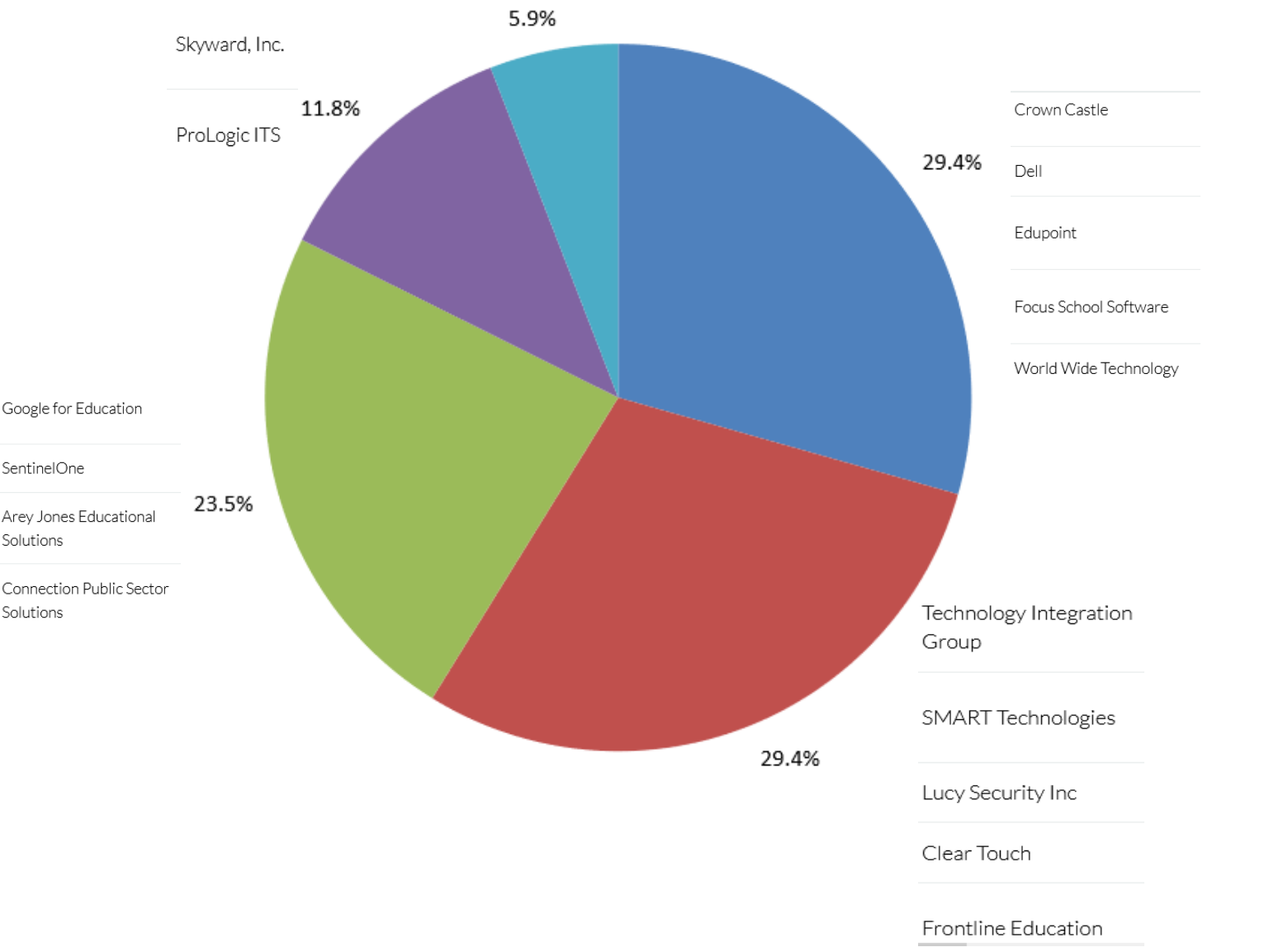
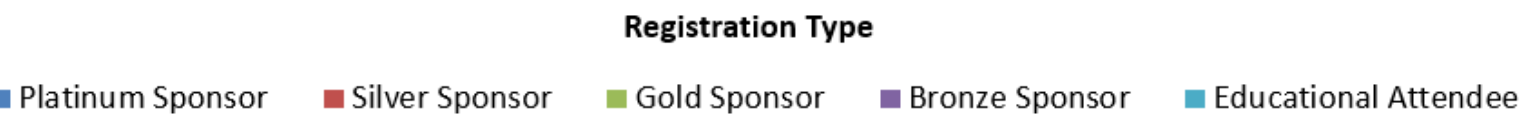


Vendor Update

Julie



Platinum Sponsor	5
Silver Sponsor	5
Gold Sponsor	4
Bronze Sponsor	2
Educational Attendee	1



Platinum Sponsorships LIVE Drawing!!!!

- Focus
- Edupoint
- Dell
- World Wide Technologies

- <https://wheelofnames.com/>



A pair of black-rimmed glasses is resting on a stack of papers. A red ribbon bookmark is visible on the left side of the papers. The background is slightly blurred, showing more papers and a wooden surface.

2022 Contract

Peter and Julie

Under the terms of this Agreement and in accordance with the information you have provided to the Hotel regarding your needs, the Hotel has now taken out of its inventory the suite block(s) outlined herein.

The revenues the Hotel expects to realize under this Agreement are based in part upon full usage of the Group's suite block at the rates established herein. Should the Hotel not realize the full amount of its anticipated revenues from the suite block due to the reduced usage of the suite block, the parties agree that it would be difficult to determine the Hotel's actual loss because the Hotel would not only have lost the anticipated revenues derived from the Agreement but also the opportunity to have offered the unused suites, individually or as part of a larger block, to other parties.

Accordingly, the following attrition schedule will apply at Caribe Royale Orlando:

From contract signature through
Tuesday, June 7, 2022

Florida Association of Management Information Services may reduce the total contracted suite block of the Event by up to **five (5%) (29 Suite Nights)** without liability.

From Wednesday, June 30, 2021 to
Tuesday, June 21, 2022

Florida Association of Management Information Services may reduce the then existing revised total suite block of the event by an additional **five (5%) (27 Suite Nights)** without liability. The number of suites remaining (**511 Suite Nights**) in the suite block as of **Tuesday, June 21, 2022** will be the Revised Suite Block.

On **Tuesday, June 21, 2022**

Caribe Royale Orlando shall have the right, at its discretion, to take back suites not guaranteed for payment or reserved, with a confirmed reservation upon written notice to Florida Association of Management Information Services. Group will remain liable for all suites remaining (**511 Suite Nights**) in its suite block as of **Tuesday, June 21, 2022**, whether or not the Hotel takes them back for resale.

All requests to reduce or increase the suite block must be in writing. All attrition must be exercised as scheduled above. Unexercised attrition shall not carry over to the next time interval.

Florida Association of Management Information Services will be responsible to pay the Hotel as liquidated damages the difference between the revised suite block and the final number of suites occupied and paid for in the block, multiplied by the

2022 Hotel Contract

COMPLETE CANCELLATION CONTINUED

Date of Notice of Cancellation	Percentage of Contracted Revenue	Amount of Liquidated Damages Due
Date of Signature to 365 days prior to arrival	25% of room revenue	\$22,538.25
From 365 days to 182 days prior to arrival	50% of room revenue	\$45,076.50
From 181 days to 90 days prior to arrival	75% of room revenue and 25% of anticipated F&B revenue	\$81,864.75
From 89 days to 30 days prior to arrival	100% of room revenue and 50% of anticipated F&B revenue	\$118,653.00
From 29 days or less	100% of room revenue and 100% of anticipated F&B revenue	\$147,153.00

Provided the Group timely notifies the Hotel of the cancellation and timely pays the above liquidated damages, the Hotel agrees not to seek additional damages from the Group relating to the cancellation.

Florida Association of Management Information Services expressly agrees that the Liquidated Damages negotiated and provided for in the Suite Attrition, Complete Cancellation and Banquet Food and Beverage Minimum clauses are reasonable and appropriate and will not dispute the enforceability of such clauses.

BANQUET FOOD AND BEVERAGE MINIMUM

The Hotel is relying on, and the Group agrees to provide a minimum of **\$57,000.00** in Banquet Food & Beverage revenue (exclusive of tax, gratuity and service fee). If the Group fails to provide the minimum amount, the balance of the minimum will be applied to the Group's master account.

2022 Hotel Contract



Action items / Timeline

- When should we open Attendee Registration ?
- Are we charging for both in person and virtual? Amount?