

Board of Directors Meeting
May 1 - 2, 1997
Oceans Three Condominium
Daytona Beach, Florida

The meeting was called to order at 1:00 p.m. by President Rich Struense.

Board Members present: Carlotta Appleman, Annette Barwick, Marie Dence, Al LeDuc, Earl Moon, Cary Petersen (5/2 only) Fred Rabe, Ron Schoenau and Murry Moore. Board Member absent: Bill Schmid.

Minutes of the January 26 - 27, 1997, meeting were distributed and reviewed. Corrections noted included changing Bill Schmid from guest to Board Member, correcting the spelling of Glenn Mayne's name, and changing one occurrence of "if" to "it. Rabe moved, Appleman seconded a motion to approve minutes as amended. Motion passed.

FAEDS Treasurer's Report as of April 20, 1997, was distributed and reviewed by Carlotta Appleman. The report reflected balances in money market and checking accounts totaling \$72,493.37, of which \$17,871.87 are FIRN funds. In addition to the current report, Carlotta reported that she had received travel reimbursement requests from SDCCMIS Data Review Committee members for which FAEDS is the fiscal agent. After considerable discussion as to the process by which DRC members are to be reimbursed for travel, the following process was proposed.

- DRC members are to complete travel reimbursement requests and submit to the SDCCMIS Chairperson for review and approval.
- SDCCMIS Chairperson will submit to the FAEDS Treasurer approved individual requests with names and addresses of persons to be paid.
- SDCCMIS Chairperson will forward a reimbursement request to DOE for total amount of expenses paid.
- FAEDS Treasurer will issue checks to DRC members for travel expenses as approved.
- Check from DOE to be sent to FAEDS Treasurer.

Following much discussion as to the status of the DOE grant from which travel reimbursement is paid, it was moved by Barwick, seconded by Moore that the FAEDS President communicate the proposed process to the SDCCMIS Chairperson, confirm the current balance of the grant funds, establish the grant timeline and clarify the roles and responsibilities of the two organizations. Motion passed.

Murry Moore requested nominees for annual awards be submitted to him for consideration by the Awards Committee. When recipients of the awards are determined, Annette Barwick will obtain the awards for presentation at the 1997 FAEDS Conference. Dan Cromer was requested to update the award winners on the web with the names of the 1996 recipients.

Marie Dence distributed a draft copy of the proposed information/nomination flyer for the Annual FAEDS Achievement Award. After considerable discussion, Marie was requested to revise the document for discussion at the next Board of Directors meeting. Proposal for the award will be presented to the FAEDS membership during the business

meeting at the 1997 FAEDS Conference. If approved, the first award will be presented at the 1998 FAEDS Conference.

Earl Moon reported that he is working on a draft of bylaws changes to be sent to FAEDS members for approval at the 1997 FAEDS Conference. In an effort to improve member communication and to provide the membership with advance notice of the dates and location for the 1997 FAEDS Conference, it was determined that a final hard copy of the Network News be sent out by June 1 and include advance conference notice, proposed by-laws changes, preliminary information regarding and the new Annual FAEDS Achievement Award.

In the absence of Mike Eason, FETC Liaison, Rich Struense reported that the FETC conference was very successful. The FAEDS booth activity of providing address labels to conference attendees produced positive feedback. Attempts are being made to adjust the schedule for balance and to improve attendance at invited speaker sessions. Rich suggested FAEDS consider providing the same service at the FAEDS booth at the 1998 FETC Conference. A better technical solution for the production of the labels will be explored. Marie proposed using the booth to better promote FAEDS.

In Bill Schmid's absence, Dan Cromer reported that as of April 30, the FIRN budget was approved as requested by the Legislature.

Marie Dence reported on progress being made in the organization and presentation of FAEDS historical information. A hard copy representation of the initial page of the web version was distributed in addition to providing a PC demonstration of the history as currently developed. Assistance in locating minutes of meetings during the early years of the organization was requested.

Ron Schoenau reported that there are currently 158 members. A draft of a membership brochure will be developed for the next board meeting. Carlotta discussed a network support group within the community colleges which need to be targeted for membership.

As Webmaster Dan Cromer proposed making the FAEDS Web pages the official documentation for the organization. Following much discussion, it was decided that the official by-laws would be posted and that a summary of the minutes of meetings would be posted.

In Bill Schmid's absence, Rich Struense reported for the Scholarship Committee. He indicated that scholarship applications have been reviewed. In response to questions regarding the status of the Teacher Scholarship, Rich indicated he would raise the question at the next FETC Board Meeting. Following discussion of the importance of having the SDCCMIS Liaison present at all FAEDS Board Meetings, Rich Struense agreed to write a letter to the SDCCMIS Chairperson emphasizing this need.

Fred Rabe distributed the Budget Report as of 4/30/97 reflecting Actual Expense & Revenue for 96-97 and the Adopted Budget for 96-97. Following discussion of the

appropriate way to report funds for FIRN in financial and budget reports, a motion was made by Al LeDuc, seconded by Murry Moore, to establish separate checking accounts for funds for which FAEDS is the fiscal agent for other organizations. Motion failed. Fred Rabe moved, Earl Moon seconded a motion to add line items to the 96-97 budget for FIRN and MIS. Motion carried.

Meeting adjourned at 5:00 p.m.

The FAEDS Board Meeting reconvened Friday, May 2, 1997 at 8:30 a.m.

The 1997-98 Proposed Budget was reviewed line by line. Major changes included the deletion of line items for ISTE and FETC and the addition of line items for FIRN and SDCCMIS/DRC. Dan Cromer moved, Carlotta Appleman seconded the motion to adopt the budget as revised. Motion carried. Revised budget to be presented for review at the August Board meeting.

A proposed FAEDS logo was distributed by Marie Dence. After design discussion, it was decided that Marie will bring back another proposed design for the August Board meeting.

Al LeDuc reported for the Elections Committee that the following persons will be on the ballot for the position of Director: Judy Till, Duval District Schools; Fred Rabe, Brevard District Schools; Saul Klein, Brevard District Schools; Carlotta Appleman, Tallahassee Community College; Herman Daniels, Gulf Coast Community College; Murry Moore, NEFEC; and Ron Schoenau, NERDC. Al requested additional nominees for Director and reported that he was unable to identify a nominee for President Elect until the proposed nominee could acquire supervisory approval and accept the nomination.

A change to Section 4.03 of the By Laws was proposed by Dan Cromer. The proposed is to remove the dollar amount of membership from the By Laws allowing it to be set by membership vote. Moved by Cromer; seconded by Appleman. Motion passed. Earl Moon, By Laws Chair, will prepare proposed revision for June member communication.

1997 Conference plans were reviewed by Cary Petersen.

- attempting to get Bob Hughes, Boeing and school board member, as keynote speaker.
- requested backup for conference arrangements should he be unavailable to conclude arrangements. Rich Struense was identified as backup.
- working on vendor participation.
- Information Systems/Technology as Change Agent to be conference theme.
- the following were identified as possible session topics:

Wireless Communications

Equipment Replacement

Internet firewalls, security

NT vs. Novell

Year 2000

Net Day

Networking Trends

Desktop Management Issues

ATM

Network Security

Lotus Notes

Mobile Computing

JAVA (Ron volunteered to contact speaker)

CICS applications on Interne

ODBC Drivers

Tentative conference arrangements for the 1998 conference are in place with the Adams Mark Hotel at \$83 per night during the first week of November. Room rate for the 1997 conference at the Adams Mark is \$79 per night. The next Board Meeting was scheduled for August 14 and 15. Rich Struense will make arrangements in Martin County and notify Board Members of location and rates.

Meeting adjourned at 11:00 a.m.