

## Minutes, FCEA Meeting, October 16, 2003

PRESENT: Deborah Coxwell-Teague, Susan Jones, Kevin McCarthy, Kevin Morgan, Susan Nugent, Julia Rawa, Courtney Ruffner, Fred Standley.

1. Meeting called to order at 7:30 pm: Susan Nugent presiding.
2. Secretary's minutes approved.
3. **Treasurer Report:**
  - (a) \$3,000 before settling with hotel—incidental about \$500.
  - (b) After paying bills: \$2,000-2,500.
4. The Board unanimously commends the Vice-Presidents on handling the finances.
5. Conference Update.
6. The Board agreed that a letter be sent to Provost at St. Pete College by Secretary and President thanking him for supporting conference. [Later addition by Secretary: an e-mail was sent, and a nice reply from the Provost was received in turn.]
7. Board Nominations:

Steve Brahle (VP); Board members: Helen Connell (newsletter editor), Mary Alice Maddox, Patrick McMahon.

Fred suggested that we think about creating **a board position for maintaining the website**. For now Jane volunteered to maintain the website, even though she is leaving the board.

8. **FOR THE SPRING MEETING:** look at the bylaws, particularly concerning duties of publications editor.
  
9. Discussion about journals:
  - (a) Possibility of subscriptions to journal.
  
  - (b) Funding of journal on an ongoing basis.
  
  - (c) Courtney will send a membership form.
  
  - (d) Discussion on how to fund, and what to do with remaining unused \$500. The Board decided that this money will be set aside for now.

**MOTION: [ from Kevin McCarthy] One must join FCEA in order to publish in *Florida English*. One need not be a member in order to submit.**

## **PASSES U.**

10. Membership Update: we will delay until Friday, because we still are not sure.

11. Mailing List: Board members will send Secretary lists or provide other help.

12. Bank Costs: Wachovia has created a problem by charging for account. Kevin will handle will look into this problem.

13. CEA Report (Fred):

(a) We should access CEA site for submitting to Conference.

(b) CEA appreciated the Florida efforts in local arrangements for the last conference.

14. FADE:

(a) Create program to educate administrators.

(b) In next year's program: clarify what happens, etc.

(c) Jane noted that not many department chairs come to FADE: perhaps they could be invited.

15. Courtney reported that the Poster Session didn't come off.

16. Next Meeting: We will table for now, but will probably be near Tampa off I75.

Meeting adjourned at 8:47.