

## **Minutes, FCEA Meeting, February 1, 2003**

### **PRESENT:**

Susan Nugent

Julia Rawa

Kevin Morgan

Fred Stanley

Jane Jones

Kevin McCarthy

Courtney Ruffner

Debra Coxwell-Teague

Steve Brown

Meeting called to order: 10:30 AM, Susan Nugent presiding.

1. **Items Added to the Agenda** (from Jane): (a) Distinguished Colleague Award; (b) Nominations for Board; (c) Fall conference (added under "Other").
2. **Treasurer's Report:** \$2,400 left. We can expect from CEA: \$1,600-1,800.

### **ON MEMBERSHIP:**

3. Susan suggested cross-referencing lists of memberships for colleges to pinpoint ones that are not represented in FCEA membership. Courtney commented that a few people from these institutions have contacted her about the journal, so they may come into the organization.
4. Fred will check to see if people who are helping at the CEA conference will have to join CEA.
5. Susan and Jeff will cross-check lists.
6. Julia and Kevin will send hard copy to chairs, follow up with e-mail.

#### **THE JOURNAL:**

7. [Courtney reported on FCEA Journal]:
  - a. 23 people have volunteered for the **Advisory Board**. Fred will not be on it, but his 4 recommendations will.
  - b. Bid for sample was \$1,500—ours could be a lot less.
8. After a short discussion that included the estimate of 50-60 copies to mail and a possible \$2 per issue price, Jane suggested distributing at FCEA Conference to members.
9. Kevin made a motion: Use CEA money to fund journal.

10. Discussion includes Fred's comment that we should use wording such as "help" to fund, given vagaries. Several board members agree that **to publish in the journal, you must pay membership.**

## **MOTIONS**

**Motion #1 (Amended): Support the FCEA journal to a cap of \$1,600.**

**PASSES U.**

**Motion #2: FCEA dues will be raised to \$15 to cover future costs of journal. PASSES U.**

11. Kevin suggested personal visits to campuses with copies of journal. Jane suggested advertising from university presses of Florida.
  
12. Susan pointed out that we need a Spring newsletter to announce the conference and journal—by mid-March. (Courtney is the editor—Jane will post it on the Web.)
  
13. A brief discussion of what will be in newsletter ensued.

**FCEA CONFERENCE (2003):**

14. Julia reported on conference details.
  - a. **The second day** will be held on the Seminole campus.
  - b. **Campus shuttle** availability: Julia and Kevin will look into this, though we might just make casual arrangements.
  - c. Kevin will have **Internet connection** at hotel on Thursday. High-tech at Seminole.
  - d. **Conference fee** will be all-inclusive.
  - e. **Possible title:** “Beyond the Printing Press.”
  - f. **Offers to chair sessions** by Feb 15.
  - g. Lunch session will be concurrent with poster session.
  - h. Flat registration fee this time (perhaps \$50). Hotel rooms available for \$72.
  
15. Kevin suggested that we need a big hitter for a speaker. Jane suggested that we submit names over the next two weeks.

16. Board members discussed honorariums for poetry or prose readers, and possible Florida poets sessions (two for \$100). Probable time: Thursday afternoon, 4 pm.
  
17. Julia discussed optional excursions such as a sunset cruise. Other members suggested just making information available in registration materials.
  
18. Fred asked whether all Friday presentations would be technology-assisted. Courtney asked whether this approach would alienate some people. Fred noted that we might lose some participants if there is not some mix on Seminole campus.

[NOTE: Fred supplied his special blend coffee.]

19. **Board meeting** and **general business meeting** could be held at hotel.

20. Further discussion on conference details:

- a. Jane suggested that we hold three sessions at a time. Julia suggested that there could be fewer total sessions than the last conference, which had 24.
  
- b. Steve suggested handling the general business meeting over on the Seminole campus.
  
- c. Possible schedule: 9:00 General Business Meeting; 10:00-11:00 Plenary w/Speaker.

**AWARDS AND NOMINATIONS:**

21. **Distinguished Colleague Award:** Jane will run award—Fred will help, especially if we don't get nominations through call.

22. **Nominations for Board members:** We will need (a) Treasurer (three years);  
(b) Board Member (three years); (c) Vice-President.

23. **Nominating Committee:** Kevin, Socky (in absentia), Courtney (if no Socky), Steve [Chair].

[After a brief discussion of what might appear in the Newsletter, the Board adjourned to the hotel selected for the 2003 FCEA conference.]

Meeting reconvened at 2:30 p.m.

#### **CEA CONFERENCE DETAILS AND LOGISTICS:**

24. **Staffing Registration desk:** Thursday and Friday are the heavy days. Fred commented that virtually everyone will be registered by Friday morning, so only one person will be needed by that time.

25. Jane and Susan volunteered for Thursday afternoon.

26. **Registration folders, badges:** 200-225 (Kevin will have CEA send name tags); Julia will contact hotel for brochure and maps for tourists; Kevin and Julia will check through their

provost about folder donation. Fred suggested buying from a school that will advertise by means of the folder.

27. Jeff will create a flyer on restaurants and sightseeing (especially with literary connections).
28. CEA Recognition Luncheon will be attended by Susan, Jane, Jeff, Courtney, Julia, Kevin, Steve. Jeff will forward names to Hoskins. Kevin will send around a list of those who are working the conference.
29. After a brief discussion of technology needs, Fred offered to lock equipment overnight in his room.
30. Fred will find out about airport transport to St. Pete, including hotel.

Meeting adjourned at 3:00 p.m.