

Announcement of the SASFAA E-Meeting Thursday, May 18, 2017 at 8 AM EST

The attached proposed contract for Embassy Suites in Orlando, Florida will be voted on during the e-meeting which will be held Thursday, May 18, 2017 beginning at 8 AM EST. This contract is to secure a meeting location for the 2017 October training which is a collaboration effort with Dr. Sharon Oliver (2017-18 President) and Celena Tullos (2017-2018 Vice President). The 2016-2017 Site Selection Committee has reviewed and submitted this contract as a recommendation for approval by the Board. This contract has also been reviewed by the Budget & Finance Chair and Treasurer as required. If you have any questions or concerns, please email the group as soon as possible. We do want to entertain discussion of this contract as soon as possible.

2017 October Training — Embassy Suites Orlando, FL – October 22-25, 2017

The Site Selection Committee moves that we accept the agreement for the Embassy Suites in Orlando, Florida for the 2017 October training.

Highlights from the proposed contract –

- **GUEST ROOM RATES** - Single & Double Occupancy: \$ 142.00
- **Attrition** – 80%
- 1 complimentary room per 40 rooms actualized
- 3 VIP amenities valued at \$30 each
- 2 upgrades to deluxe suites at group rate
- 20% Allowable slippage on guestrooms
- Complimentary meeting room rental with a food and beverage minimum of \$3,000.00++
- Complimentary wireless internet access in the meeting space
- Complimentary LCD Package with podium and microphone
- Complimentary handling of up to 5 boxes during program each additional box to be charged at \$5.00 each

Rational:

- * Cost savings due to site in same city as board Meeting, VP & President will only need airfare once
- * Airfare to Orlando has low cost and many flight options
- * Same location as last year (successful event), board meeting location will be undergoing renovations in lobby during fall season
- * Hotel waived resort fee and offers complimentary shuttles to nearby Disney attractions
- * Embassy Suites so offers complimentary breakfast and evening reception which reduces cost to association

Policy for E-Meetings of the SASFAA Executive Committee:

1. If the President wishes to call a meeting, he/she may do so without the need for a motion and a second. If another member of the Executive Committee wishes to call a meeting a motion to do shall be submitted to the President. This motion requires a second for the meeting to be held.

2. Notice of an e-meeting will be sent by the President to the Executive Committee (and others on the board, when appropriate), a minimum of 24 hours prior to the opening of the meeting, telling the time and day the meeting will be Called to Order, as well as restating the motion and fact that it has been seconded.
3. Once the e-meeting has been Called to Order and a Call for Discussion is made, members of the Executive Committee will “reply all” indicating their presence and offering any discussion.
4. When the majority of members of the Executive Committee have indicated their presence and offered discussion, or when 48 hours has elapsed from the Call to Order(whichever is earlier), the Chair will declare a quorum and call for the vote.
5. Members of the Executive Committee will “reply all” with their vote within 24 hours of the call for the vote.
6. After 24 hours from the call to vote, the Chair will declare the motion passed or failed and adjourn the meeting.
7. The Secretary will preserve all emails stating presence, votes, and disposition, and file same with the original copy of the minutes of the called meeting.

Thanks!!

Marian

Call to Order of the SASFAA E-Meeting Thursday, May 18, 2017 at 8 AM EST

Roll Call: All board members should respond with “present, no discussion” or present and provide any desired written discussion/questions. Once a quorum has been established and all discussion/questions have received response, then the Chair will call for a vote.

From: Marian Dill [mailto:mdill@leeuniversity.edu]

Sent: Thursday, May 18, 2017 9:23 AM

Secretary Kruger has verified and the chair declares a quorum has been reached. At this time no discussion has been presented. At this time we will begin the voting.

Call for Vote: All voting members should respond with:

- approve – if you are in favor approving the Embassy Suites Orlando, FL – October 22-25, 2017 contract **OR**
- disapprove – if you are not in favor of approving the contract.

From: Wayne Kruger [mailto:kruger.wayne@spcollege.edu]

Sent: Thursday, May 18, 2017 9:10 AM

President Dill,

At this time, we have 13 of 16 voting member present (including yourself). Only Morgan, Hauser, and Simpson have not yet responded. We also have 4 of 10 non-voting members present. McKenzie, Boyd, Erslan, Day, Barnett, and Basford have not responded.

You have reached a quorum at this time, but I will continue to mark those that reply as present.

Thanks,
Wayne

From: Wayne Kruger
Sent: Thursday, May 18, 2017 10:01 AM
President Dill,

Green are present, those with Purple have voted and all have voted to approve. We have 13 of 16 voting members voting to approve, with two not present at this time.

| Voting | |
|--------------------------------------|----------------------|
| · President | Marian Dill (TN) |
| · President-Elect | Sharon Oliver (NC) |
| · Past-President | Amy Berrier (NC) |
| · Secretary | Wayne Kruger (FL) |
| · Treasurer | Jenelle Handcox (NC) |
| · Treasurer-Elect & Membership Chair | Jody Darby (GA) |
| · Vice President | Michael Morgan (TN) |
| · Alabama | Kelly D'Eath |
| · Georgia | Felicia Ailster |
| · Mississippi | Leigh Ann Hussey |
| · South Carolina | Kevin Perry |
| · Florida | Joan Bailey |
| · Kentucky | Angie Black |
| · Tennessee | Karen Hauser |
| · North Carolina | Andrea Simpson |
| · Virginia | Chad Sartini |
| Non-Voting | |

| | |
|--|------------------------|
| · Budget & Finance | Lester McKenzie (TN) |
| · Conference | Carolyn Sparks (SC) |
| · Electronic Services | Celena Tulloss (TN) |
| · Legislative Relations | Christen Neher (GA) |
| · Communication & Outreach | Jennifer Hammett (SC) |
| · Site Selection | Tarik Boyd (VA) |
| · Sponsorship | Bryan Erslan (KY) |
| · Legacy - LRP | Ron Day (GA) |
| · Leadership Symposium | Brad Barnett |
| · Gold Star Award – President Exchange | Nathan Basford |

From: Marian Dill [mailto:mdill@leeuniversity.edu]

Sent: Thursday, May 18, 2017 10:08 AM

Thank you Secretary Kruger.

At this time, there are sufficient votes for this motion to carry. The meeting will remain open for the required 24 hours from the time of the call to vote. All comments and votes will be counted until Friday, May 19 at 9:30 AM EST. At that time the motion will officially be considered to have carried and the meeting will be adjourned.

Thank you to everyone for your time and attention to this matter. I look forward to seeing you all in a couple of weeks. Also, friendly reminder, if you have not already submitted your board report for the transition meeting please do so ASAP.

Thanks and have a great day.

Marian Dill

2016-2017 SASFAA President

After President Dills email two additional voting members responded present with no discussion and also voted to approved. Below is an updated_attendance and voting chart.

Hearing received no other emails by May 19th at 9:30am the meeting is adjourned and the motion passed.

| | |
|-------------------|--------------------|
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| · President-Elect | Sharon Oliver (NC) |

| | |
|--|-----------------------|
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| · Secretary | Wayne Kruger (FL) |
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| · Kentucky | Angie Black |
| · Tennessee | Karen Hauser |
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