



FASFAA Executive Board Minutes
Conference Call
November 13, 2018

The FASFAA Executive Board met on Wednesday, November 13, 2018 via conference call.

Call to Order

President Alexander called the meeting to order at 1:00 PM

Roll Call

Called the roll of Board Members present were:

David Alexander – President
Daniel Barkowitz – President Elect
Joan Bailey – Immediate Past President & Fiscal Concerns
Kris Hatcher – Region I Representative
Nichole Crowley – Region II Representative
Kylie Gross – Region IV Representative
Katie Conrad – Region V Representative
Jeff Daniels – Site Selection Chair/Event Coordinator
Nathan Basford – Conference Co-Chair
Karemah Manselle – Conference Co-Chair 2019-2020
Vanesa Alfaro – Communication/Outreach/Special Initiatives
Jerry McMahon – Electronic Services Chair
Levis Hughes – OSFA Liaison & Newsletter Chair

Members not present were Denise Asselta, Nadine Bailey, Gail Rogers, Sedrick Brinson, Jenny Cun, Kim Phillips, Laura Dickerson, Mia Mwangi, Merrian King, Irma Molinares, Sandy Shimp, Chansone Durden, Gwyn Francis

A quorum was met for voting

Purpose: General Update

President Alexander provided a general update about the opening of Florida Gulf Coast College following the hurricane. Best wishes were offered for Denise as well on her recovery. A request was made for more session proposals for the 2019 conference; deadline for submissions is Friday, 11/16/18.

Purpose: Site Selection Update for 2019-2020 Annual Conference

Site Selection Coordinator Daniels explained the process for conference site selection. We are a little behind for selecting 2020 conference site. We will soon be embarking on the 2021 selection.

Information was distributed before the meeting on the 3 properties who have quoted.

Hyatt Regency Grand Cypress – 50th conference was there in 2017. Concessions for the Grand Hyatt include 1 comp for every 40 rooms, 20% guest room attrition, president suite, food and beverage minimum is \$67,000. Discounted self-parking. 10% rebate on room revenue.

Immediate Past President & Fiscal Concerns Bailey stated that in the past we have asked for a lower room rate, added \$10 per night which was added back to the master.

Renaissance (and Sawgrass) same room rate of \$149. Many conditions the same. Renaissance offering discount on food and beverage at 10%. Will offer complementary suite (governor's suite; president's suite is taken).

Room numbers had been set at 840. Brought the numbers down to a more reasonable number given our past experience (recently). Current numbers are 760 (Hyatt), 744 (Renaissance and Sawgrass). Site Selection Coordinator Daniels did take all of the issues into account to bring the room nights down. We have not generally had a problem meeting 80% in recent conferences, even with the 20% attrition rate.

Site Selection Coordinator Daniels did negotiate the price with each provider to try to bring rates down.

Sawgrass has many similar concessions. Offering 50 self-park passes per day for commuters. Internet is listed to 250 users in meeting spaces (is that users or is that devices?). Also offering \$1500 back to FASFAA if we meet our 80% commitment.

Site Selection Coordinator Daniel's recommendation is to go with the Sawgrass. Last time we were in St Augustine was in 2014. Jeff would explore the \$10 additional fee to come back to the master.

Motion: Accept Proposal

Immediate Past President & Fiscal Concerns Bailey made a motion to accept the proposal from Sawgrass Marriott with the condition that we will try to add \$10 to the room rate as a rebate. Discussion occurred. Region V Representative Conrad seconded the motion. Motion passed with a majority vote.

Any additional discussion/topics – there were none.

The meeting adjourned at 1:40 PM.

In the secretary's absence, the minutes were recorded by Daniel Barkowitz

Respectfully submitted by,

Denise Asselta

FASFAA Secretary