

FLORIDA GULF COAST COUPLES, INC.

Official Address:
2704 Clubhouse Drive
Plant City, FL 33566

Mailing Address
P.O. Box 13072
St. Petersburg, FL 33733
www.fgccouples.com

**MINUTES ¹ OF
FGCC OPERATING BOARD MEETING**
for SATURDAY, FEBRUARY 10, 2008, 12:00 P.M.
Xcenda Corporation, Palm Harbor, FL
(Office of Chair Couple)

PRESENT:

Amy and Laurie, Melissa and Kim, Marta and Linda, Nichole and Elizabeth, and Ted and John.

CALL TO ORDER:

The meeting was called to order at 12:03 pm.

APPROVAL OF THE MINUTES OF THE JANUARY 2008 MEETING:

The vote via e-mail by the outgoing Board to approve the minutes of the December 2007 Meeting as amended was ratified unanimously.

OLD BUSINESS: NONE (This was the first meeting of the new 2008 FGCC board.)

NEW BUSINESS:

Agenda format was explained to new board members and identified as a standardized format for future meetings.

The 2008 FGCC Board Contact List was handed out and updated. (Subsequent to the meeting, the Chair Couple distributed the final updated copy by e-mail.)

I. What to Expect as a Board Member:

The Board discussed the Chair Couple's proposed Goals, Invitations, and Requests.

- "Thoughts from the Chair Couple," which included a handout of the Chair's proposal for board conduct in 2008.
- Invitation from the Chair to make a "Pact" concerning board goals, matters of professionalism, confidentiality, feedback procedures and respect of other board couples during board meetings.

¹ Formal actions by the Board appear in bold face.

- **Chair's request to "keep it in the family" was verbally agreed upon by all board members.**

Policies

Database

- All members of the board will have access to the Membership Database, which is confidential and entrusted to The Board for convenience in conjunction with FGCC business.
- The Database cannot be used for any purpose other than FGCC business.

Expenses

- All board members reminded that they must turn in a receipt to the Finance Couple to receive any reimbursements.
- Checks will be distributed at monthly meetings.
- Reimbursement can be issued sooner if out-of-pocket expenses create financial burden.

Communication

- All board couples reminded to please check e-mails regularly, as board business between meetings is primarily communicated by e-mail.

II. Duties Realignment:

(Background: Traditionally database and P.O. Box were functions of Vice Chair, FGCC Directory was updated by Membership Couple, Global reminders were completed by Media/Internet Couple and legal waivers were being tracked by 2007 Acting Chair/Vice Chair Couple. Amendment to bylaws approved at the Annual Meeting now allows for a realignment of duties.)

Board discussed that realignment of tasks could be more streamlined to expedite board activities and made the following determinations: (NOTE: Chair Couple has already assumed and absorbed the previous roles and titles of the Media/Internet Couples.)

- Vice-chair will take over global e-mail reminders from the Chair (Media/Internet) Couple, maintenance of an email global list, maintain all IRS/State/legal and tax forms and all FGCC Directory updates.
- Membership Couple will now receive and track legal waivers from applications, and will update and distribute the FGCC Database to the Board.
- Membership Couple will open new P.O. Box this week in St. Petersburg, which will facilitate access by location for Finance and Membership Couples in their respective roles. Membership and Finance couple will both have keys to P.O. Box in their possession.
- Membership Couple to inform the rest of the board of new mailing address as soon as possible, so all FGCC literature and website information can be updated with new information.

- Membership Couple and Finance Couple to forward any “administrative” correspondence to Vice Chair during board meetings or at earliest possible opportunity, whichever comes first.
- Past P.O Boxes in Elfers and Tampa will be sent a forwarding order to new St. Petersburg P.O. Box address as soon as new address is established.

Additional restructuring/transition plans discussed by board:

- Ted of Events Couple will inquire through his employment with Postal Service about obtaining and purchasing 5-cent stamps for future “non-profit status” FGCC mailings. All in agreement that this will financially reduce the operating budgets of the Chair, Vice Chair and Membership Couples in their respective duties.
- Linda, Melissa, and Laurie to determine an appropriate time and branch of Regions Bank at which to meet and complete transfer of signatures on FGCC Regions Bank account with bank representative.

Board discussed the Events Couple’s proposal of restructuring membership renewals to one time yearly, with current members being prorated financially until that time. Pros and cons of this proposal were discussed, and it was decided to revisit the proposal at upcoming board meeting.

III. Winter Pride – Saturday 23, 2008

Booth staffing for Winter Pride was discussed. It was noted that Pride set up activities begin at 9:30 am and the event itself runs from 11am to 4pm. The following board members volunteered to staff the booth for these time periods:

Kim and Melissa: 9:30 am – morning (to open and set up booth)
 Nichole and Elizabeth: 11am – 1pm (Perhaps to stay throughout the day)
 Ted and John: 2pm – 4pm (This will facilitate transfer of FGCC belongings to new Event Couple at the end of the day.)
 Marta and Linda: 1pm – 3pm
 Laurie and Amy: Noon – 3pm

Additional member volunteers:

Ed and Glenn – 2pm to 4pm
 Jim and Bill – Noon to 1pm

- Vice Chair Couple to update FGCC literature with new address and copy information for distribution at this event.
- Several board couples volunteered to bring coolers and ice to event.
- Board couples reminded to bring own chairs to event.
- Global e-mail to request volunteers to help staff this booth will be sent by Chair Couple.

- Board discussed materials already possessed by FGCC to use in this event include: Banner, tablecloth, picture board, flyers, sign up sheets, and hand fans. (Table provided by Winter Pride).
- Ted of Events Couple proposed that copies of Newsletter be brought for viewing by prospective members as additional motivation for signing up to join FGCC.

IV. MEMBERSHIP SERVICES ENHANCEMENTS

*The board discussed recommendations from previous Membership Services Couple that membership cards that were previously enclosed in membership welcome package may be possibly obsolete. **Board members agreed unanimously that membership cards will no longer be given to new members.***

Name Tags

After significant discussion it was decided that current nametags are not functioning effectively and the following proposals were agreed upon:

- Lanyards were proposed as alternatives to pin type nametags and all agreed that these might be preferred presentation of member nametags.
- Member Services Couple proposed that Information such as “Members Since” and “Anniversary Date” may be printed on nametags along with couple’s names, which would enhance appearance and personalize nametags. Nametags could also be in laminate form for durability and waterproofing.
- Due to significant history of members forgetting to bring nametags to events, it was decided that sticker nametags would be brought to all events as alternative for members who have forgotten their tags.
- Member Services Couple will explore alternative nametags incorporating new suggestions and the cost and variety of available lanyards. (Subsequent to the meeting, Nichole & Elizabeth presented via e-mail new designs for the nametags and information on lanyards.)

Reduction of “Drop out” Rate of New Members

Discussion began of “buddy system” for new members, who can be introduced during events by more seasoned members that live in the same geographic region. This will be facilitated by revision of the current FGCC Directory (by Vice Chair), which will be categorized by geographic regions for easier recognition of feasible “buddy” couples.

Anniversary Cards

Discussion of current anniversary cards showed room for improvement in appearance and personalization. All board members agreed that these cards should be hand signed by the board. An estimate of cost for the revised or store

bought versions of the current cards will be researched by the Member Services Couple and presented to the board. The agreed upon cards will be brought by the Membership Services Couple to each board meeting for signature by the board. (Subsequent to the meeting, Nichole & Elizabeth e-mailed the Board some options for consideration.)

Deceased Members

Notification of the passing away of any member should be streamlined and handled in a heartfelt manner by way of global e-mail announcement (if surviving partner is in agreement). This practice will be accentuated by purchasing more attractive and personalized cards of condolence. Board will also send a letter with a lifelong complementary membership and invitation to future events for any surviving partner. The board agreed that these should be sent in a tasteful and timely manner in the future. The board also agrees to hand sign all condolence cards in the future.

V. 2008 EVENTS

St. Patrick's Day Party

(Background: St. Petersburg location of MCC has been held free of cost for March 15th tentative date and location for this event. MCC venue must be officially reserved for \$150 fee plus \$12 per hour for venue personnel fee.)

Board discussed alternative venue for this event - The St. Petersburg Metro Center, which is a no cost venue and for which FGCC has a member contact.

- Finance couple knows member contact personally and will contact this person to attempt to reserve venue for Saturday March 15th for St. Patrick's Day event.
- The board after some discussion decided that FGCC will provide "Corned Beef and Cabbage" entrée for this event out of FGCC quarterly event budget.
- FGCC already has sufficient water, soda, coffee, and tea for this event and no additional beverages need to be purchased.
- RSVP for St. Patrick's Day Event was set for March 7th – one week prior to event.
- **Vice Chair proposed and board passed a motion to designate \$150 out of quarterly Event's budget as deposit on MCC location as a "back-up plan" if Metro Center cannot be reserved on March 15th.**

2008 TIMELINE

Chair Couple passed out 2008 Events Timeline handout.

- *Board discussed and identified traditional gaps in yearly Events calendar.*
- Board discussed proposal by Events Couple for “FGCC Garage/Yard Sale tentatively set for May as fundraising activity towards Annual Dinner Dance.
- Anniversary Dinner Dance was renamed Annual Dinner Dance in lieu of change in Tampa Bay FGCC incorporation date in 2007. The event is also tentatively moved from May to August to facilitate a more even distribution of events throughout the summer months.
- Proposal of altering the date of the After Pride Picnic was discussed, but board decided to use traditional date (2nd week of July), due to view that this would most successfully recruit St. Pete Pride potential member “sign-up couples” in the two-week time span after the Pride event.

Events Committee Proposals A and B were discussed at length, and new Events Couple decided to initiate plan B, whereby a committee of volunteer couples would be chosen on an event-by-event basis. The Events Couple will oversee these committees throughout the year and report back to board on committee activities. The Events Couple will themselves provide the “continuity” between events. This choice will hopefully facilitate recruitment of volunteers, who theoretically may not wish to commit to a longer period of time. (Plan A was initiating a one-year commitment by 2-3 volunteer couples for a more continuous event committee.)

VI. 2008 BOARD MEETING SCHEDULE

Board discussed and planned board meeting date and locations through month of August 2008 at the proposal of the Events Couple to facilitate planning and scheduling matters by board members who work on the weekends. All meetings will be on Sundays at 10:30 am. Note: September through December dates will be determined at a later time, when board members have been able to review their personal calendars for the holiday season and end of year events.

March 2nd – Home of Ted and John
April 6th – Home of Melissa and Kim
May 4th – Home of Laurie and Amy
June 1st – Home of Elizabeth and Nichole
June 22nd – Home of Marta and Linda
July – No Meeting
August – Home of Ted and John

June has two scheduled meetings due to necessity of having prior planning meetings before both St. Pete Pride (6/28/08) and the After Pride Picnic (7/13/08). July will have no meetings to compensate board for excess time spent in June.

VII. REPORTS FROM BOARD COUPLES

None. (Due to this being first meeting of 2008 Board.)

Reminders from Chair Couple to Board Members:

- New Board Couples reminded to review bios of former board couples on FGCC website and to submit their own bios as soon as possible for website inclusion.
- Board couples reminded that deadline for submission of newsletter entries is the 20th of each month and couples were urged to contribute to newsletter on a regular basis.

NEXT BOARD MEETING

Sunday, March 2nd at 10:30 am at the Home of Ted and John in Clearwater.

ADJOURNMENT

Meeting was adjourned at 2:40pm