

Preliminary Executive Board Meeting
 Minutes 10 September 2020

Board members present	<ol style="list-style-type: none"> 1. Wanda Alvarado 2. Nicole Blackmon 3. John Burton 4. Krystal Culpepper 5. Lucy Haddock 6. Alan Hamacher 7. Evelyn Hollen 8. James Minor 9. Lynne Newsom 10. Anuj Saran 11. Royce Turner 12. Lisa Vicencio 13. Joe Williams 14. Sonia Wu 15. Ralph Cline* 16. Jacob Oliva* <p>*non-voting members</p>	<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"> Apologies: Pam Stewart </div>
Announcements	None	
Guests	Karen Brown, Linda Champion, Susan Farias	
Topic	Action	
Call to order	President Joe Williams, 8:49 am	
Quorum	A quorum was present: 14 of 15 voting members	
Consent agenda	<p><i>Motion to approve the consent agenda</i> <i>Moved: Williams</i> <i>Seconded: Burton</i> <i>Passed: Without dissent</i></p> <p><i>Elections of Board Secretary and Board Treasurer and President-elect</i></p> <p><i>Nominated for president-elect: James Minor</i> <i>Nominated: Williams</i> <i>Seconded: Hamacher</i> <i>Elected by acclamation</i></p> <p><i>Nominated for Board treasurer: Donald Blackmon</i> <i>Nominated: Minor</i> <i>Seconded: Williams</i> <i>Elected by acclamation</i></p> <p><i>Nominated for Board secretary: No Board member would accept nomination, leaving the Executive Director to take notes</i></p>	

Conflict of interest	Executive Director asked that anyone having a conflict of interest contact him via the Zoom chat function. None of the potential conflicts concerned any discussions of the Board.
Programme reports**	During this topic, the Board discussed the matters arising from the previous minutes, <i>to wit</i> , what to do with speakers and topics scheduled for canceled quarterlies. The final decision was that each Programme Board and the HOS rep will submit to the ED their plans and requests for the December virtual quarterly.
Government Liaison/Workshop Manager**	<p>Topics covered included:</p> <ul style="list-style-type: none"> • Documents usually presented at September quarterly will be posted on website under “Meeting Papers” • Credit by exam and new math courses (passed to members asap); DoE has not completed that process, but they will be • CP and DP information updated in something called <i>Handbook for Future Education</i> (or something similar) • 2021 Course Code Directory and exam crossover and courses daggered for deletion. These will be sent to IBC’s individually. • Bright Futures for 2020: It was mentioned how much FLIBS appreciates the DoE work and decisions relative to this topic. • Our efforts with John Cerra to “lift” the 30-hour credit cap that appeared in some DoE regulations. We now have a 45-hour limit, the same as AICE and AP. • Ms Brown asked Board members to insure that their member schools have proper contact information on file with FLIBS so that they receive messages from us. • Middle school course codes will also be sent to members. • Candidate schools may use the IB Course Codes—but we have to “police” their use to ensure that non-IB and non-candidate schools are not using IB course codes. • The 100-hour requirement for service learning for BF: has not yet been discussed within the DoE.
IB grades and FLIBS’s role**	ED pointed out the alacrity with which FLIBS acted in the interest of FLIBS members regarding the 2020 grade anomalies—as well as the promptness of IB’s response. ED pointed out that FLIBS membership dues insure that a professional staff is ready to immediately respond to situations such as this. ED advocated that Florida IB schools consider FLIBS membership as insurance rather than as a purchase.
Cambridge University Press’ offer of cooperation**	ED communicated that Cambridge has started to explore financial relationships with FLIBS that go beyond exhibition at workshops. He mentioned that other exhibitors probably would appreciate such a relationship, also. This was offered just as food for thought.
Budget report on FY 2019-20 and projected FY 2020-21 budget	<p>ED and FD presented end of year budget report (for 2019-20). Board accepted FY 2019-20 report and approved FY 2020-2021 budget proposal. ED distributed handouts to show basis for 2020-2021 projections and rationale for proposed budget.</p> <p><i>Motion to approve the proposed budget</i> <i>Moved: Williams</i> <i>Seconded: Minor</i> <i>Passed: Without dissent</i></p>
Cash account at ProVise	<p>ED presented Board with document showing \$116,000 in a cash account with ProVise; this represents a conversion of 10% of FLIBS’ reserves. ED requested permission to spend from this fund should emergency financial exigencies arise during the pandemic and the ensuing cancellations and conversions of workshops. Motion was made to allow such spending.</p> <p><i>Motion to approve the motion</i></p>

	<p><i>Moved: Williams</i> <i>Seconded: Minor</i></p> <p>A friendly amendment (from John Burton, seconded by James Minor) was accepted to require two signatures on such disbursements: The ED's and the Finance Director's. The amended motion <i>Passed: Without dissent</i></p> <p>Motion as amended was withdrawn and replaced with this substitute motion: To give the ED, with agreement from the Finance Director, permission to spend from the cash account until February 2021 Board meeting. <i>Moved: Williams</i> <i>Seconded: Minor</i> <i>Passed without dissent</i></p>
Cancellations of workshops	Karen Brown gave a synopsis of all workshop changes resulting from the pandemic. All participants were offered the opportunity to cancel (and receive a refund), to transfer to a virtual workshop (and either receive either a refund or a credit of \$200) or to bank their registration for a future face-to-face workshop.
Virtual exhibitors at virtual workshops	Methods and pricing for virtual exhibition at virtual workshops were discussed at length. The hope is that exhibitors will have access the same as or greater than they do to virtual participants than they do to face-to-face workshop participants. During the meeting, we received permission from IB to hold virtual workshops until June 2021. We do not have to choose the same mode for all workshops during this period, but we may use either method during the period January-June 2021.
Virtual December quarterly FLIBS meeting	<p>After lengthy discussion, the decision was taken to hold a virtual quarterly free of charge so that members will see this as "value added" to their FLIBS membership <i>Moved: Minor</i> <i>Seconded: Hamacher</i> <i>Passed without dissent</i></p> <p>Discussion centered upon not losing momentum by too much time "away" from FLIBS. It was also mentioned that Heads of Schools would/should be interested in their role in the new IB Standards and Practices. The question was raised whether the virtual meeting could be recorded and, if recorded, could this recording be played back at a later date on the website.</p> <p>Programme Boards (and Dr Turner, for the Heads of School) are to have plans and requests to the ED by end of day Wednesday 9/16/20. These plans are to include dates (around 7 and 8 December) and time (with teacher work hours, substitutes, etc. in mind). The date of the Board meeting will be determined based upon the suggestions arriving by 9/16/20.</p>
Executive Session	<p>The Board went into executive session to discuss personnel issues raised by the pandemic and its effect on FLIBS finances.</p> <p><i>Moved: Minor</i> <i>Seconded: Williams</i> <i>Passed without dissent</i></p>
Motion to adjourn	<i>Motion to adjourn</i>

11:38 am

Moved: Williams
Seconded: Minor
Passed without dissent

Dr Turner gave the Board a parting thought that the bottom line in all of our discussions is the children in IB programs.

Respectfully submitted 09/11/2020

Ralph Cline, Executive Director

**Information items. All un-starred items are action items.

