

Final Minutes, Executive Board Meeting
 Florida League of IB Schools
 16 February 2017 8.00am-1.00pm
 TradeWinds Resort, St Pete Beach, FL

Board members present	<ol style="list-style-type: none"> 1. Darrick Buettner 2. Nicole Deuter 3. David Flanigan 4. Cheryl Gold 5. Alan Hamacher 6. Jana Hartley 7. Evelyn Hollen 8. Maria Lehman 9. Anuj Saran 10. Lisa Vicencio 11. Jennifer West 12. Joe Williams 13. Ralph Cline* <p>*non-voting members</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-left: auto; margin-right: auto;"> Apologies: Darius Davis, Mary Kanter, David LaRosa, Pam Stewart* </div>
Announcements	Farewell to Jana Hartley
Guests	Rosie Browning (Finance Manager of FLIBS), Karen Brown (Government Liaison for FLIBS), Laura Lowrimore
Topic	Action
Call to order	President Nicole Deuter, 8.05am, 16 February 2017
Quorum	Board has 15 voting members. A quorum is 10 voting members; twelve voting members being present, a quorum was declared.
Consent agenda**	<p>Was accepted without dissent. The topic of electronic meeting papers (p. 4 of ED’s report) was moved to regular agenda. <i>Moved:</i> Buettner <i>Seconded:</i> Hartley <i>Passed:</i> Without opposition</p> <p>Board asked for a discussion of Category “1.5” workshop sessions for DP workshops (also p. 4 of ED’s Report) for participants who should be in a Category 1 workshop—to acquaint them with basics of IB educational processes. Nicole Deuter suggested making a Category 1.5 for MYP, also. <i>Moved:</i> Williams <i>Seconded:</i> Hartley <i>Passed:</i> Without dissent</p>
Conflict of interest	Forms were submitted and signed by all present voting Board members. ED mentioned that, perhaps, Board Members who are also workshop leaders should declare that as a conflict of interest should workshop leader pay, etc., be discussed.
Introduction of new Board Members**	Lisa Vicencio, Evelyn Hollen introduced themselves and were welcomed to the Board.
Social Media	Board discussed social media platforms that are under the supervision of the

	<p>Programme Boards rather than that of the FLIBS Executive Board.</p> <p>Programme Boards be permitted to administer social media platforms, to decide who has access to them and to be responsible for their content to the Executive Board of FLIBS. It was also suggested that a report on this activity be included in a quarterly programme report required at each Executive Board meeting.</p> <p><i>Moved:</i> Lehman <i>Seconded:</i> Williams <i>Passed:</i> Without dissent</p> <p>Cheryl Gold of Eckerd College volunteered to have a member of her staff (Christina Lutz) assess our social media presence and to make recommendations to the FLIBS Executive Board.</p> <p><i>Moved:</i> Lehman <i>Seconded:</i> Williams <i>Passed:</i> Without dissent</p> <p>The Board thanked Ms Gold.</p>
Yearly PD topics	<p>Group decided there was no need to do this—that posting of quarterly topics is sufficient. Programmes decided to inform ED in June of their yearly PD plans, and the ED will then post them.</p>
Principals’ and Counselors’ meetings	<p>FLIBS traditionally holds a Counselors’ meeting in September and a Principals’ meeting in December. The Board discussed the advisability of continuing these practices.</p> <ul style="list-style-type: none"> • Principals <ul style="list-style-type: none"> ○ Speaker, if from IB, must be Director-level or above ○ Speaker, if from DoE, must have a background in educational practices (not just funding) • Counselors <ul style="list-style-type: none"> ○ Are MYP and PYP counselors interested in college presentation usually planned for DP counselors? ○ PYP decided not to host counselors in September. ○ MYP will advise ED after programme meeting 2/17/17. ○ Then, ED will advise which programme’s counselors are “invited” to the September meeting.
Moving Quarterlies	<p>A discussion was held regarding moving quarterlies from end (beginning) of week to middle of week since some districts have disallowed absences on Fridays and days before and after holidays. Board decided that this was not a good idea.</p>
2017 Conference of Americas	<p>Board discussed two aspects:</p> <ul style="list-style-type: none"> • Sponsorship level. The Board decided to sponsor the 2017 Conference of the Americas in Orlando at the platinum level, \$18,000. <p><i>Moved:</i> Hartley <i>Seconded:</i> Williams <i>Passed:</i> Without opposition</p> <ul style="list-style-type: none"> ○ The Board decided that these three delegates will be sent as part of the sponsorship price: ED, President, Workshop Manager ○ The President-elect is the alternate delegate. He will be paid for by FLIBS in the event that the President is funded by the IB (she is chair of the IB’s local arrangements committee and will be funded by the IB if registration is sufficient.)

	<ul style="list-style-type: none"> ○ <i>Moved:</i> Lehman ○ <i>Seconded:</i> Hartley ○ <i>Passed:</i> Without dissent ● FLIBS’ role as “host” association. <ul style="list-style-type: none"> ○ IB needs student speakers (especially PYP and MYP) to apply. IB will consider paying for their travel. No age limit. ○ Breakout sessions: FLIBS members are encouraged to go to IB website and apply. Deadline for application, however, is tomorrow. ○ Talent search (performances before the main speakers) or “pop-up” performances around the site. Deadline is March 1, 2017. ○ Art exhibit. Nicole has found an Orange County employee to curate. IB has asked FLIBS to provide exhibit easels and their transportation. This would be \$90 + \$250 = \$340. ○ The gift bags left for c. 75 VIP participants. IB’s budget is \$20 per bag; the association is asked to provide items above that \$20. ● Board decided to approve an amount of money and depend upon Nicole’s taste for choosing the item. <i>Moved:</i> empower Nicole to spend up to \$2,500 for both the art exhibit and bag item. <i>Moved:</i> Buettner (moved \$1,500)/Saran (amended to \$2,500) <i>Seconded:</i> Lehman <i>Amended motion passed:</i> Without dissent
Scholarship report**	<p>FLIBS received 49 applicants (down from 61 last year). ED shared a spreadsheet detailing which schools have submitted applicants over the last 4 years. ED mentioned that he wrote to all schools that applied last year and did not apply his year asking if it was because of the new online application. Two responses came back: was not because of online application. Only two schools mistakenly submitted on paper.</p>
Outreach**	<p>ED shared a new brochure: <i>Why should my school join FLIBS?</i> The brochure mentions that FLIBS gives in scholarship and grants more than \$300 per school and that quarterly meetings are done below cost. Board asked that ED add that FLIBS member schools are not charged change fees for changes in registration by workshop registrants—a savings of \$50.</p> <p>Anuj Saran offered editing help from someone with graphics expertise at his school. This offer is much appreciated.</p>
Legal matters	<p>The ED provided the Board with an update on the progress of the pending lawsuit against FLIBS. Third amended complaint was dismissed; plaintiff has filed a fourth amended complaint. Fourth amended complaint added: fraud in the inducement and verbally modified contract after signing.</p> <p>Board voted to recommend summary judgment strategy to our attorneys. <i>Moved:</i> Buettner <i>Seconded:</i> Williams <i>Passed:</i> Without dissent</p> <p>Discussion arose about whether or not we should add set procedures for dismissing employees. It was decided that this topic should be discussed at a future date.</p>
FLIBS Scholarship <i>vis a vis</i> the CP	<ul style="list-style-type: none"> ● The Board decided that the scholarship committee was empowered to create a method for considering CP candidates for scholarships guaranteeing equity. Some of the questions on the application are DP-specific (one concerns the extended essay).

	<ul style="list-style-type: none"> • Moved that we entertain a proposal from the DP Programme Board at June Board meeting regarding treatment of CP scholarship submissions. <ul style="list-style-type: none"> ○ <i>Moved:</i> West ○ <i>Seconded:</i> Williams ○ <i>Passed:</i> Without dissent • There will be, for the time being, no special CP scholarship program. • A side issue was raised: since we have no separate CP Programme Board, have we begun charging them individual dues too early?
FLIBS' insurance policies**	ED shared with Board the fact that Travelers Insurance will no longer cover FLIBS due to high costs of lawsuit. We have been "shopped" to other carriers, and our insurance costs will henceforth cost us about 3 times what it did last year. This year's bill is approximately \$16,000—up from approximately \$5,000 last year.
Annual leadership meeting	Is in Orlando this year the day before the Conference of the Americas in July. Moved that president and president-elect attend as FLIBS' representatives. <i>Moved:</i> Buettner <i>Seconded:</i> Lehman <i>Passed:</i> Without dissent
Membership report**	ED provided Board members with member and non-member lists as of today's date. <ul style="list-style-type: none"> • 166 authorized IB schools in Florida • 198 authorized IB programmes in Florida • FLIBS has 144 (up from 133 last meeting) members • FLIBS has 6 schools who have promised to pay (all over 2 months ago) but have not paid • This equates to 76% membership (of programmes) if we count the 6 promised-but-not-paid.
Karen Brown: Government Liaison and Workshop Manager report**	<p>Workshop manager report:</p> <ul style="list-style-type: none"> • Karen shared workshop participant feedback report for December. We hover in the 8 to 9 (of 10) range. Karen actually said "Grumpy Gusses". • Shared our proposal (for workshops) to IBA for 2018 (increase of 14 individual subjects over 2017—most of them in May and September, our undersubscribed workshops) • Discussed IBA's rules about overlapping PD (IBA/FLIBS) • c. 370 registered for May • Discussed perhaps adding snacks to morning break • 123 iterations to be offered in 2017 <p>Government liaison report: Karen shared DoE report</p> <ul style="list-style-type: none"> • Community College bill is very expensive and making its way through legislature; addresses articulation with IB and AICE (30 hours' credit). Oddly enough, AP is not mentioned; historically, AP and IB are always mentioned together in legislation. • Bonus money legislation (eliminating the caps for IB, AP and AICE) is being discussed. Might be good news—but this depends upon where the money comes from. Our position will be that we would like the weights of former years restored to that level. • Course Code additions for 2017-18: <i>Personal and Professional Skills 2</i> is only addition.
Rosie Browning: Finance	Rosie shared the budget vs actual to date. <ul style="list-style-type: none"> • 50% of year has elapsed.

Manager's Report**	<ul style="list-style-type: none"> • FLIBS has earned 43% of our budgeted income (\$1,207,891.74 of \$2,832,435.34) • FLIBS has spent 29% of our budgeted expenses (\$820,153.32 of \$2,831,435.34). (IBA has yet to bill us for some very high <i>per capita</i> fees that we will owe them). • Net income (income minus expenditure) is \$387,738.42
Items brought forward from consent agenda	<p>The Board discussed doing away with paper copies of papers distributed at Board (Board Handouts and Agendas) and use instead just the electronic documents sent by the ED two weeks before the meeting. Using Google docs was discussed (vs. sending them as pdf's). It was recommended that ED send pdf versions rather than Word or Excel.</p> <p><i>Moved:</i> Lehman <i>Seconded:</i> Saran <i>Passed:</i> Without dissent</p>
Blue sky strategic planning**	<p>Major consensus was to add emphasis to outreach (marketing, recruitment, patient care and social media) in the future. Discussion also included ways to increase income to fund these activities.</p>
Adjournment at 12.55pm	<p><i>Moved:</i> Hamacher <i>Seconded:</i> Williams <i>Passed:</i> Without dissent</p>

Respectfully submitted
Ralph Cline, Executive Director
Maria Lehman, Secretary
2/25/17

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