

FLAVA Board of Directors Special Meeting Called for Conference Purposes
Richmond, VA
October 7, 2010

Members Present: Norah Jones, Doug Bowman, Dick Kuetner, Becky McQueen, Gregory Jones, Jackie Yau, Sheila Cockey, Annette Waggoner, Debbie Sommer, Amy deGraff, Linda Szwabowski, Mao-fen Tseng, Kathryn Murphy-Judy, Helen Small, Amy Anderton, Nancy Cundiff, Nirva Vernet.

The meeting was called to order by Norah Jones, President at 5:00 pm. She turned the meeting over to Linda Szwabowski, Conference Coordinator. The following topics were covered:

1. Board duties for the conference
2. Events at the Friday Reception: introduce keynote people and Best of FLAVA 2009.
3. Doug still needs a few facilitators. These positions were filled by board volunteers.
4. Becky asked Board members to be responsible for meeting and greeting 2 or 3 vendors as they come in to set up on Friday, to check on them during the conference, and to be sure to thank them for their door prize contribution. A sign-up sheet made the rounds.
5. Norah went through the Saturday Plenary session. Each board member will introduce themselves, tell where they are from, and what their board duty is. A schedule of events was distributed to board members. Times are tight!

There will be a special reception at 7:45 pm on Friday to which the keynote people, the board, and other guests are invited.

There is a luncheon on Saturday for board members who are not otherwise engaged in luncheons.

Respectfully submitted,

Sheila W. Cockey
For Nancy Cundiff, Secretary