



# Annual Membership Meeting Agenda

December 2, 2023 @ 10:00 a.m.

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1. **Call to Order:** President: Yueh-Mei K. Nutter, Esq.
2. **Self-Identification of Members Attending**  
**Establish a quorum (10 members required).** Secretary: Shana Duehring, Esq.
3. **Changes or additions to the agenda,** if any.
4. **Approval of Minutes- Secretary:** Shana Duehring, Esq. **(Exhibit)**
5. **President's Comments and Overview:** Annual Report
6. **Committee Reports:**
  - A. **Treasurer's Report:** Howard Cantor
    - Current Financial Statements (Balance Sheet- **Exhibit**)
    - Report from Finance Committee
  - B. **Nominating Committee (New Directors):** Report from– Yueh-Mei K Nutter, Esq.
  - C. **Call for nominations from the Floor**
  - D. **Election of Directors**
7. **Additional Business**
8. **Adjournment of Annual Meeting: Board of Directors Meeting to immediately follow.**



## Board of Directors Meeting Agenda

December 2, 2023

(Immediately after the Annual Membership Meeting)

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- A. **Call to Order: President:** Yueh- Mei K. Nutter, Esq.
- B. **Roll Call of Board Members attending- Secretary:** Shana Duehring, Esq.
- C. **President's Farewell**
- D. **Election of Officers-** Report from Nominating Committee Chair: Yueh- Mei K. Nutter, Esq.
  - a. **Proposed Slate of Officers:**  
President- Cecilia Armenteros  
President-Elect – GM Kristen Smith Rodriguez  
Vice-President – GM Jodi Cason  
Treasurer- Howard Cantor  
Secretary- Shana Duehring  
Immediate Past-President- Yueh-Mei Kim Nutter
  - b. Administration of Oath of Office for Officers and Board Members by The Honorable Sandy Karlan
  - c. Cecilia Armenteros assumes role of Chairing the Board Meeting
- E. **General Discussion with Members:**
  - a. 2024 - Board of Directors Members Roster
  - b. 2024 - Board of Directors Meetings Schedule and Responsibilities
  - c. 2024 - Conflict of Interest Policy (Members to sign and return)
  - d. 2024 - Committee Rosters
  - e. By Laws of FLAFCC
  - f. Articles of Incorporation



**F. Committee Memberships:**

**a. Advance Program Planning Committee - 2024**

- Katrina Volker - Chair
- GM Kristen Smith-Rodriguez – Co-Chair
- Mitchell Kroungold, Ph.D. – Chair of Content Committee
- Kim Nutter – Hotel Contracts
- Dec 1, 2023, meeting of Program chairs and OSCA

**b. Finance Committee – Howard Cantor**

**c. Website and Marketing Committee (members TBD)**

**d. Membership Committee (members TBD)**

**e. Sponsorship Committee (members TBD)**

**f. 2024 Retreat Committee (members TBD)**

**g. Case Management Committee**

- GM Kristen Smith-Rodriguez
- GM Jodi Cason
- Honorable Sandy Karlan

**G. Ongoing Business:**

**Eldercaring Coordination**

- Eldercaring Coordination Report to Board of Directors  
Linda Fieldstone & The Honorable Michelle Morley (**Exhibit**)

**H. New Business:**

- a.** Call for Presenters – 2024 Annual Advanced Education Program
- b.** 2024 Board Members Retreat

**I. Adjournment:** Next Board Meeting, January 28, 2024 @ 8:00am  
Zoom link to be sent