

Florida Senior Classical League

Meeting

5/16/20 8pm est

- **Attendees**

- President Rachael Cox
- Vice President Skyler McLeod
- Secretary Alena Freyhofer
- Treasurer Terelan Le
- Parliamentarian Savannah France
- Historian Grace Weston
- Advisor Shannon O'Neill

- **Introduction of Officers-** What are you most looking forward to in SCL this year?

- Rachael- Having a large impact
- Skyler- Having a big impact and a big presence
- Alena- Seeing everyone in person
- Terelan- Working on the board and being a treasurer for the first time
- Savannah- Getting people to know what is going on in SCL
- Grace- Making a scrapbook and making an impact on JCLers
- Kristian- Making a youtube channel

- **Goals/expectations for officer duties**

- President
 - Make SCL well known at State Forum
 - Continue to make an agenda for each meeting
- Vice President
 - Complete the chair guides for state
 - Create a new mixer
- Secretary
 - Update the membership list
- Treasurer
 - Create and be more involved with the budget
 - Create a process/guide to organize and sell merchandise
- Parliamentarian
 - Rewrite constitution
- Historian
 - Be more active on social media
 - Creating infographics
 - Involving the officers while posting on social media
 - Create a digital scrapbook
 - Work with technology coordinator to revamp the website
 - Make a video of the whole year to show at State Forum

- Technology Coordinator
 - Update the website more often
 - Help historian edit photos and videos
- **Topic leaders**
 - Rachael created the concept of leaders for each topic in order to enhance conversation
- **Officer Google Drives**
 - All officers are expected to create google drive folders that will be connected to the official FSCL email and passed down to the future officers
 - Rachael showed us her folder as an example and has created a list of expectations for what each officer should include in their folder
- **Membership form**
 - The membership google form was posted and is to be used to keep an updated membership list
- **Update the website**
 - Officers page
 - Stock photo with face cropped in
 - School and major
 - Why they are interested in SCL
 - Home screen
 - Rachael showed us the Massachusetts website for inspiration and ideas
 - Implement dynamic buttons
 - Include what the purpose of SCL
 - Eye Catching
 - Easy and quick access to information
 - Uploading the minutes
 - Minutes should be posted no later than one week after each meeting
 - Other ideas
 - Include a past officers page
- **Introduction on Instagram**
 - Meet the officers Instagram story highlight
 - Include a member spotlight for non officers
 - Create the Full House video
- **Review**
 - What did we do well during this meeting?
 - Used the agenda to keep meeting organized and on track
 - People came in ready with ideas for discussion
 - What should we do differently for the next meeting?
 - Raise hands to enhance communication
 - Deadlines
 - May 23
 - Full House video clips
 - Officer stock photo
 - Officer bio
 - Next meeting will most likely occur at the end of June

