



**FACRAO**  
**2024 Business Meeting Minutes**  
**Hilton St. Pete Bayfront**  
**June 5, 2024**

**1. Call to Order**

- a. FACRAO President, Andrew Konapelsky began Business meeting at 1:03pm.
- b. Welcome and thank you for attending the lunch and Annual Business meeting
- c. Housekeeping items:
  - i. Please provide feedback on session surveys
  - ii. Presenters are asked to send copies of their presentations to [tech@facrao.org](mailto:tech@facrao.org)
  - iii. Webinars call for volunteers should contact [professionaldevelopment@facrao.org](mailto:professionaldevelopment@facrao.org)

**2. President's Remarks**

- a. This has been a successful conference, and a long time coming since I started 9 years ago.

**3. Presentation**

- a. Present Elect, Chris Bibbo presented President Andrew Konapelsky and Immediate Past President Diana Hull with plaques in appreciation of Leadership over the past year

**4. Approval of Minutes**

- a. The Business Meeting Minutes from 2023 are in the conference app.
- b. Andrew asked if there were any, amendments, additions, or corrections to make. There were none.
- c. Motion to approve from Kim Barber, second from Ed Trombley; All in favor, none opposed, and none abstained. Minutes approved.

**5. Finance and Budget**

Andrew introduced Jay Hoying, Treasurer, to discuss the Audit Committee report and budget.

- a. Jay gave the audit committee report on behalf of Val Kisseloff saying everything is in order.

b. Jay gave the financial report for the period of June 1, 2023 - June 1, 2024.

<p><b>2023-24 FINANCIAL STATEMENT JAY HOYING TREASURER</b></p>	<p><b>Financial Statement</b>  <b>June 1, 2023– June 1, 2024</b>  <i>(as of 6/5/2024)</i></p>	
	Beginning Balance as of July 1, 2023	\$150,543.45
	<b>Fees Received</b>	
	FACRAO Annual Membership Dues	\$9,400.00
	Summit Vendor Regs. & Sponsorships	\$46,950.00
	Conference Registration	\$39,475.00
	Late 2023 Summit Registrations: \$1,575.00	
	2024 Summit Registrations: \$37,900.00	
	Total Fees Received for 2023-24	\$95,825.00

<p><b>2023-24 FINANCIAL STATEMENT JAY HOYING TREASURER</b></p>	<p><b>June 1, 2023– June 1, 2024</b>  <i>(as of 6/5/2024)</i></p>	
	<b>Expenses</b>	
	Executive Committee Expenses (Meals)	\$1,585.72
	<b>FACRAO Expenses</b>	
	Annual Filing Fee	\$61.25
	Hartford Insurance	\$439.71
	(ZOOM, TechSoup)	\$817.80
	System/Payscape	\$3213.59
	Website Domain	\$25.00
	Taxes	\$767.00
Supplies (Amazon)	\$107.47	
<b>Summit Expenses</b>		
2023 Summit Expenses After June 1, 2023	\$70,531.30	
Casino Games	\$63,118.28	
Charging Station	\$1,947.50	
Raffle Prizes	\$63.62	
Hotel F&B	\$200	
Keynote Speaker	\$47,105.17	
Markey Audio/Visual	\$300.00	
Printing Services	\$13,191.80	
	\$310.19	

June 1, 2023– June 1, 2024  
(as of 6/5/2024)

2023-24  
FINANCIAL  
STATEMENT  
JAY HOYING  
TREASURER

Summit Expenses	
2024 Summit Expenses Paid:	\$2,413.02
*Total Estimated	\$81,112.92
Big Event (Hangar Space)	\$399.97
General Supplies	\$731.43
Signs	\$588.63
Raffle Prizes	\$692.99
*Estimated 2024 Summit Expenses (not included in total)	
Hotel F&B	\$49,663.35
Big Event Catering	\$10,000.00
Big Event Entertainment	\$500.00
Markey Audio/Visual	\$17,682.00
Andrews Business Services	\$3,267.57
2025 Summit Expenses	\$5,000.00
Hotel Deposit	\$5,000.00
Total Expenses for 2023-24	\$77,548.84
Total Refund Credits 2023-24	\$1,525.00
<b>Final Balance:</b>	<b>\$167,294.61</b>

- c. Motion to Approve Budget – Andrew thanked Jay for everything he has done for FACRAO as Treasurer.
- d. Karen Broward made a motion to approve the budget. Ed Trombley seconded. All in favor, none opposed, and none abstained. Minutes approved.

**6. Recognitions**

- a. Thanks to SACRAO for their use of the conference app
- b. Thanks to all our presenters who shared great professional development opportunities.
- c. Thanks to our exhibitors and sponsors! We could not put on this conference without you.
- d. Thank you to Brenda Knight of FCRAO and plaque was presented
- e. Andrew also recognized the current FACRAO Executive Board and thanked them for their commitment. Each member will be received a plaque to thank them for their service this year.
  - i. Chris Bibbo, President Elect
  - ii. Jay Hoying, Treasurer
  - iii. Vacant, Treasurer Elect
  - iv. Chrissy Runyan, Secretary
  - v. Colin, V.P. Professional Development
  - vi. Angela Brill, V.P. Communications and Member Relations
  - vii. Latisha McCray, V.P. Emerging and Specialized Programs
  - viii. Taylor Gomez, V.P. of Information and Technology
  - ix. Dulce Beltran, Corporate Liaison

**7. Transition of Officers**

- a. Andrew as immediate past president and chair of the nominations committee (To include Mike Hutley and Kim Barber and Ed Trombley) presented the new slate of officers.
  - i. Chris Bibbo, President
  - ii. Latisha McCray, President Elect
  - iii. Andrew Konapelsky, Immediate Past President
  - iv. Jay Hoying, Treasurer
  - v. Troy Mahler, Treasurer Elect
  - vi. Chrissy Runyan, Secretary
  - vii. Robin Tornay, V.P. Professional Development
  - viii. Angela Brill, V.P. Communications and Member Relations
  - ix. TBD, V.P. Emerging and Specialized Programs
  - x. Gina Phillips, V.P. of Information and Technology
  - xi. Dulce Beltran, Corporate Liaison
  - xii. Brenda Knight, FCRAO Chair
- b. Andrew called for nominations from the floor. No additional nominees were presented or volunteered.
- c. Andrew asked for a motion to accept the slate of officers for 2024-25. Kim Barber made motion to approve, Karen Lee Murphy seconded. All in favor, none opposed, and none abstained. Minutes approved.
- d. Andrew turned the meeting over to Chris Bibbo as the new President of FACRAO for 2024-25

**8. Remarks from Incoming President, Diana Hull**

- a. Thanks to Andrew for his leadership and time.
- b. He would like to include more collaboration.
- c. Next conference in Orlando at the Doubletree SeaWorld

**9. Open Forum or New Business Items**

- a. No New Business

**10. Adjournment**

- a. Kim Barber made a motion to adjourn the meeting. Ed Trombley seconded. All in favor, none opposed, and none obtained. Minutes approved.
- b. The meeting was adjourned at 1:31 p.m.