**The Association of Pretrial Professionals of Florida**

**BOD Meeting Minutes**

**January 23, 2024  
 11:30am   
 Conference Call/WebEx**

**CALL TO ORDER**-Ashley Baird 11:35am

**ROLL CALL**-Kelli Huckabee  
Present-Ashley Baird, Katina Bouza, Kelli Huckabee, Monique Nagy, Lillie Perkins, Yesenia Alves, Iris McDonald, Travis Gross, Crystal Rytell, Lillie Aguilar  
Not Present-Sandra Keegan, Sonia Cruz, Brian Brittain, Sherry Munroe

**APPROVAL OF DEC 2023 MINUTES**-Ashley Baird  
Motion to Approve by Monique Nagy and second by Katina Bouza-approved unanimously

**FINANCIAL REPORT**-Monique Nagy  
All reports have been submitted and membership invoices sent out. Need to add website expenses to report.  
Motion to Approve by Katina Bouza and second by Crystal Rytell-approved unanimously

**VENDOR COORDINATOR REPORT**-Yesenia Alves  
Tyler Technologies and SCRAM Systems have committed for the February training.  
I Heart Radio sent APPF a check for $500 which has been deposited into the account but nothing has been heard from them as to what it is for.  
Jeff with SCRAM Systems inquired about bringing breakfast or lunch. Unanimous vote for allowing him to bring coffee and donuts.

**COMMUNICATIONS DIRECTOR REPORT-**Crystal RytellUpdated all information received for the membership list.   
Still working on updating/uploading the meeting minutes but will try to finish that this week.  
Ashley showed where to find the minutes and reports on the website under documents.

**REGIONAL DIRECTOR REPORTS:**

**Travis Gross-Northwest Regional Director**Received list of counties and updates from Kelli Huckabee and has already reached out to the region to introduce himself and inquire about the RAI.

**Vacant-Southeast Regional Director**  
**Iris McDonald-Southwest Regional Director**  
Nothing new to update.

**Sonia Cruz-Northeast Regional Director**Not present

**OLD BUSINESS-**  
Feb training update-Ashley Baird  
Sent updated agenda out to BOD and will change the agenda to allow for 90 minutes for the HB training and it will be first, followed by RAI practice and review with YOGA4Change being last.  
Marriott has been dragging their feet about sending a contract so we will move forward with Hampton Inn which is $144 per night with free breakfast and parking. They will hold 7 rooms for Monday and 20 for Tuesday but the block will only be open until Feb12th. Yesenia will send this new info to the vendors. Katina will send Eventbrite info to Ashley so she can set up the Feb training. Lillie has been voted in as the new VP and will update the training surveys to use at the February training. Travis will get with Deland Tourism to get things for goodie bags.

**June 2024 training**  
Need to set up hotel-Holiday Inn Express which is the one we used last year and we can ask attendees at the Feb training ideas for the June training. Will work on this at next BOD meeting.

**August 2024 training**-virtual  
Will work on this next month at BOD meeting.

**October 2024** training-Orlando  
Ashley will email Sandra Keegan to see if she can help us with a meeting room and we will work on this at the next meeting.

Iris asked why we did small trainings throughout the year instead of one large conference-Katina explained that historically APPF did not have the money to have one or two large ones but that is the goal to try to get back to. We need to add this to our strategic plan next month when we work on that.

**WEBSITE UPDATES-**

Andy the developer is pretty slow in updating and fixing issues so we will hold off on having him set up the chat forum for now. We can look into having someone else to do it at some point. All APPF members should have access to the site.

**APPR UPDATE-**Ashley reported that APPR is already working on the power point for our first training that will be held virtually. It was agreed upon that April would be scheduled for the first one.

**NEW BUSINESS: Ashley Baird**

Congrats to Lillie Perkins on Vice President position and thanks to Katina for her service and for staying on to help as a senior Board member. Lillie Aquilar from Collier is interested in the SE Regional Director position and Brian Brittain has someone who is also interested.   
We will work on the development of the Strategic Plan at the Feb meeting and Ashley will send out a list with training ideas for us all to add to.

**ADJOURNMENT**-12:42pm by Ashley Baird  
Motion by Iris McDonald and seconded by Travis Gross.