

CCC SPOC Meeting

January 13, 2010 • 10:30 AM

Dr. Ann Cooper, Chair

Attendees: Dr. Ann Cooper, Hon. Hans Piljs, Hon. Toby Unwin, Hon. Ingrida Bublys, Catherine Kennedy, Terry Collier
Excused: Dr. Tom Furlong, Dennis Jones
Staff present: Watson L. Haynes, Kevin Ennis

- A. Minutes of December 10, 2010 approved.
- B. Dr. Cooper indicated that the candidate for Executive Director withdrew in order to pursue other interests. Efforts will be made to coordinate the interview of the next candidate with members of the CCC.
- C. Terry Collier introduced Kevin Ennis who has joined the staff of the CCC.

Old Business:

1. Report on mail survey - Watson Haynes
-Periodic updates will be mailed to committee members.
2. New member processing (Thank you, Welcome Package) - Watson Haynes
3. Website development - Terry Collier and J. C. Brock
4. Newsletter articles and mailing - Hans Pijls
5. Protocol manual, layout/content - JC Brock
6. January 20, 2010 – THIPO (Tampa Hillsborough International Protocol Office) luncheon/meeting hosted by the CCC at St. Petersburg College – Dr. Ann Cooper

New Business: (All approved)

1. Printed materials – Terry Collier
2. Defer conference until Executive Director is hired.
3. Consider placing a topic covering disaster relief and the current Haitian earthquake and Consulate response on the conference agenda.

NEXT MEETING: FEBRUARY 10, 2010 – 10:30 AM