



Changing Central Florida One Grant at a Time

Network News

May Program

Kathy Panter

Orlando Regional Chamber of Commerce

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2008-09 Officers

- Georgiana Tynes,
President
321-720-7729
- Bobi Bellows,
President-Elect
407-898-2483 x 26
- Melanie Campbell,
Secretary
407-905-8827 x 226
- Cara Eule, *Treasurer*
407-933-0870 x 235

Directors

- Lee Bailey
- Chris Howell
- Warren Lakhan
- Devon Massot
- Jana Parpart
- Teresa Shipley

The upcoming general membership meeting of the Grant Professionals Network of Central Florida, Inc. will feature **Ms. Kathy Panter**, Marketing Manager for Community Leadership/Leadership Orlando. Ms. Panter will discuss the benefit of organizational and individual Chamber membership. She will also explain Leadership Orlando, which is a community leadership program designed to connect and engage community leaders across the Central Florida Region in examining the challenges and opportunities that will shape the future. More information about Ms. Panter appears in the Speaker Profile on the following page.

The Orlando Regional Chamber of Commerce is one of four lines of business of the Central Florida Partnership. A "Five-Star Chamber" – the highest level of achievement awarded by the U.S. Chamber of Commerce - the Chamber is positioned to serve the growing needs of businesses and entrepreneurs throughout the Central Florida Region. Working together with (Public Policy Advocacy), BusinessForcemyregion.org (Regional Research) and Leadership Orlando (Regional Leadership), the Central Florida Partnership is moving "Ideas to Results." Additional details are available online at <http://www.orlando.org/>.

The **May 27th** meeting will occur at the Heart of Florida United Way Dr. Nelson Ying Center, 1940 Traylor Blvd, in Orlando. Networking and refreshments will begin at 8:30 a.m. with the call to order at 8:45 a.m.

The mission of the Grant Professionals Network (GPN) is to provide a collegial forum to facilitate training, resource development, leadership and networking opportunities for grant professionals.



May Speaker Profile

Kathy Panter

Orlando Regional Chamber of Commerce

Kathy Panter joined the Orlando Regional Chamber of Commerce in 1999 as an Account Executive in its membership department and served in that position for four years.

After a brief departure, she returned in July 2003 as the Marketing Manager for Community Leadership/Leadership Orlando and was elevated to Vice President. Leadership Orlando has been the premier program of the Orlando Regional Chamber since 1975, now offering over 200 Business and Community Leaders each year the opportunity to connect and engage with the Central Florida Region through its innovative curriculum and multi-faceted schedule, and is now one of the four lines of business of the Central Florida Partnership. In 2008 Kathy was named Vice President, Investor Relations, for the Central Florida Partnership, America's Newest Regional Partnership and serves our community in both roles.

Her background in international trade, retail operations and the transportation industry has served her well in understanding the needs of the expanding and evolving community. She has served in several leadership positions at her church, and has served as a volunteer with Seniors First in Orlando. In addition to being a member of the national Community Leadership Association, she is a graduate of Leadership Orlando, Leadership Brevard, and Leadership Seminole. She also served as Class Chair for Leadership Orlando Class 72.

Kathy is a graduate of the University of South Alabama with a bachelor's degree in International Marketing, and the Crummer Management Program at Rollins College. She graduated from high school from London Central High School in High Wycombe, England, after attending schools in Alabama and Bahrain, all while her family was living in Riyadh, Saudi Arabia.





Great GPN Opportunities

2009 GPN OPEN POSITIONS

President-Elect:

(One year position, followed by a year of serving as President)

TITLE: President Elect

SELECTION: Vote of Membership

AUTHORITY: By-Laws

TERM: One year

DUTIES:

Prepare a budget by March

Represent GPN and the profession in a positive manner

Serve as a mentor to new grant writers

Follow the articles and by-laws in the management of the business of GPN

Serve as Historian of the organization (in event position not filled by President)

Attend Leadership Orlando or Seminole as approved by the Board of Directors

Serve actively on a committee

Accede to the Office of the President

Preside in the absence of the president

Assume such duties as may be assigned by the President

Submit monthly progress report to Board President 5 days prior to Bd meetings

Copy all correspondence to the Secretary

Maintain a record of actions, transfer the information to the new president elect, and provide orientation for the new president elect by June 30

Attend Board Meetings

Secretary

(Two year position)

TITLE: Secretary

LEADER: President

SELECTION: Nominated, Approved by President and membership vote

AUTHORITY: By-Laws

TERM: Two years

DESCRIPTION: The Secretary shall be responsible for the records of GPN.

DUTIES:

Record minutes of Board Meetings and Membership Meetings.

Email Board minutes to Board Members and Committee Chairs within 10 days of the Board Meeting.

Email minutes of Membership meetings to the Newsletter Editor by the tenth of the month.

Prepare and submit budget for secretarial activities by March.

Maintain correspondence records – yours plus other board members should provide Secretary with copies of their correspondence.

Prepare, submit to board for approval, the State Uniform Business Report (UBR) annually. Submit to the State – due May 1.

Abide by the articles and by-laws while conducting the business of the Network.

Serve as a mentor to new grant writers

Represent the Network and the profession in a positive manner.

Maintain and respond to phone mail system, forward messages.

Perform other duties as pertain to the office of Secretary.

Provide orientation and transfer of records/information for your successor by June 30



Great GPN Opportunities

2009 GPN OPEN POSITIONS (Continued)

Treasurer

(Two year position)

TITLE: Treasurer
LEADER: President
SELECTION: Nominated, Approved by President and membership vote
AUTHORITY: By-Laws
TERM: Two years
DUTIES:

Receive and record all GPN membership dues income.
 Maintain records of all dues paid, by whom, when, check #
 Receive and record all payments for events
 Acquire necessary signatures for checking account
 Maintain and balance check book
 Pay all bills approved in budget.
 Request board approval if not in budget
 Maintain records of income and expenses
 Maintain copies of member applications
 Maintain Correspondence file relative to Treasurer's business
 Provide income/expense report to Event Committee Chairs
 Provide income/expense reports monthly to Board and Membership via the financial statements
 Prepare financial statements for Board of Directors
 File 990

Three Director's Positions

(Two year position)

TITLE: Board Member
LEADER: President
SELECTION: Membership vote
AUTHORITY: By-Laws
TERM: Two years
DESCRIPTION: Board members shall be responsible for the business of the corporation.

DUTIES:

Abide by the articles and by-laws while conducting the business of the Network.
 Serve as a mentor to new grant writers
 Represent the Network and the profession in a positive manner.
 Prepare a budget by March.
 Serve as an active member of at least one committee.
 Attend all board meetings
 Represent the interests of the general membership
 Provide orientation and transfer of records/information for your successor by June 30



Great GPN Opportunities

*Please review the nomination form, fill out and return to Teresa Shipley by the deadline of **May 28, 2009**. All interested members should e-mail a 1-paragraph biographical piece about them and their involvement or interest with GPN and Grants. This information will allow the current officers to present nominees to the general membership on election day, so members can get a sense of who the candidates are before voting.*

GRANT PROFESSIONALS NETWORK OF CENTRAL FLORIDA, INC.

FY 2009-10 NOMINATION FORM

Any member of the Grant Professionals Network of Central Florida, Inc. can nominate a fellow member or choose to run themselves in the spring of each GPN fiscal year (July 1-June 30). Be thinking about whom you might want to see in on our leadership team or a position you may want to fill in the future. In the upcoming year, the following offices and director positions will be open.

President-Elect _____
(One year position, followed by a year of serving as President)

Secretary _____
(Two year position)

Treasurer _____
(Two year position)

Director _____
(Two year position)

Director _____
(Two year position)

Director _____
(Two year position)

No person may succeed themselves in the year following their term as an officer or a director.

Please return to Teresa Douglas Shipley Teresa.shipley@ocps.net or fax 407.317.3373
Address: Orange County Public Schools 445 West Amelia Street Orlando, Florida 32801
407.317.3200 X 2748



Exciting Employment Opportunities !!

Job Announcement

Jennifer Clarke attends a local Church in the Orange County area, and it is attempting to find a Grant Writer who can help with writing a Grant to obtain funding for the Preparatory School. Interested members should contact Jennifer Clarke at 407 301-0620.

Job Openings

There are also a number of open career positions currently posted online:

- Director of Education Services, Orlando Science Center
- Grants Coordinator, Congressman Alan Grayson, Florida District 8
- Grants Administrator, City of St. Cloud
- OPS Government Operations Consultant II (Temporary Grant Writer), State Of Florida/
Orange County Health Department
- Grant Coordinator, Seminole County Public Schools

GPN is on the Web!

Visit www.gpninc.org!

***Employment opportunity advertisements (with job descriptions
and application instructions) are available at***

<http://www.gpninc.org/jobs/index.html>.



GPN Meeting Minutes

Wednesday, April 22, 2009

**Grant Professionals Network
Membership Meeting
Wednesday, April 22, 2009**

NOTE: June's edition of the newsletter will include minutes for the meetings in both April and May. Members will also vote on both sets of minutes at next month's meeting.



GPN Meeting Dates and Location

The location of GPN's general membership meetings is the Heart of Florida United Way Dr. Nelson Ying Center, 1940 Traylor Boulevard in Orlando. The facility is centrally located near the intersection of 441 and Princeton Street. (The specific space for GPN meetings is called the Dr. P. Phillips Community Meeting Room and is located on the facility's main / first floor.)

To adapt to United Way conference room availability, the meetings will be held the **fourth Wednesday of each month**.

The remaining current fiscal year (July 1-June 30) meetings will occur on the following dates:

- May 27, 2009
- June 24, 2009

Editor's Corner

Please forward articles or news items for publication in the next issue to Shannon Callahan at callahas@osceola.k12.fl.us no later than **June 10, 2009**.

Many thanks to everyone who contributed to this month's issue of *GPN Network News*!

Shannon Callahan, Editor
GPN Network News



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