



Present: Alexi Adams, Lauren Freeth, Evelyn Miramontez, Stephanie Zavala
Next meeting: **August 6, 4:30pm Teleconference** (712-432-0190 / Access#616749)
Visitors: None
Meeting **Meeting began at 1:12 pm**

Meeting Minutes

July 17, 2013

(Meeting Began at 1:12pm)

I. New Board Directors for the 2013-2014 School Year

President – Stephanie Zavala
President Elect – Lauren Freeth
Past President – Alexi Adams
Secretary – Evelyn Miramontez
Treasurer – Alexi Adams, Acting
Public Relations – Evelyn Miramontez, Acting
Webmaster – Victoria Rosa / Michelle (Still hoping for Emily?)
Student Representatives: (Lauren will help seek out Student Reps from local schools)
 Cal State LA – (Stephanie was going to see out reps from Cal State LA)
 University of La Verne -
 Alliant University -
 Azusa Pacific University – Victoria Rosa

Particular Duties for each position being held is as follows, but not limited to:

President > Coordinate presenters, facilitate FASP group needs, supervise financial matters, moderate monthly meetings, and oversee all positions being held. Respond to FASP emails.

President Elect > Assist President with financial matters as needed, delegate duties amongst fellow Board members, sending mass emails out to districts, groups, etc. Respond to FASP emails.

Past President > Assist President and President Elect acclimate to their positions.

Secretary > Attend monthly meetings, take notes during meetings, responsible for the FASP Newsletter, typed/emailed Meeting Minutes. Respond to FASP emails.

Treasurer > Accounts receivable/issue receipts, maintain membership lists, Accounts payable/handling reimbursement checks.

Public Relations > Fundraising events, the membership development, FASP advertisements.

Webmaster > Responsible for continued current event updates, posts after events sharing details of event, and responses received from FASP website.

Student Representatives > Responsible for being an active liaison between school campus, student activities welcoming new FASP members, and assist at FASP events as needed.

*Acting positions are to be filled with new members as they are selected and nominated!

II. Workshops

There will be 3 workshops this year, they are as follows; Fall < Interventions (Sept/Oct.), Winter with Ellen Murphy < Technology (January), and Spring with Lee Ann Brown < Autism (April).

- Fall Workshop to be held in Diamond Bar (Government Center)
 - Winter Workshop to be held at Azusa Pacific University
 - Spring Workshop to be held in Diamond Bar (Government Center)
 - Workshops were agreed to be held on Fridays.
- ∞ There are no more late fee's charged for workshops; \$25 Membership/\$15 Student Membership,\$20 Member Workshop Fee, \$40 Non-Member Workshop Fee

III. General Discussion

All emails regarding FASP should be sent from the FASP Gmail account. User Name is: Fasponline / Fasp2010 - is the Password.

The designated signees on the FASP bank account will be Lauren, Stephanie and Alexi. The change/update of account names will be updated by end of summer.

Lauren made motion to pay CASP \$250 for a one time annual CASP donation. Evelyn seconded the motion. Motion passed. Stephanie will take care of that check getting sent out.

Wine Tasting Fundraiser to be done again in December because it was a success and so many had fun too. The event should be open to professionals and their immediate family! Details to follow as Evelyn will head this event once again. Details to follow!

FASP Board Meetings will be held on the first Tuesday of every month at 4:30pm. The tentative monthly Board teleconference meetings set are as follows:

1. July 17, 2013
2. August 6, 2013
3. September 3, 2013
4. October 1, 2013
5. November 5, 2013
6. December 3, 2013
7. January 7, 2013
8. February 4, 2013
9. March 4, 2013
10. April 1, 2013
11. May 6, 2013
12. June 3, 2013 (End of the Year Event)

Teleconference number is: (712) 432-0190 and the Access Code is #616749

Meeting adjourned at: 3:27pm