



**Present:** Lauren Freeth, Evelyn Miramontez, Stephanie Zavala  
**Next meeting:** **September 3, 4:30pm Teleconference** (712-432-0190 / Access#616749)  
**Visitors:** None  
**Meeting:** **Second**

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## **Meeting Minutes**

**August 6, 2013**

(Meeting Began at 4:35pm)

### **I. Workshops**

Lauren gave her update on Ellen presenting for January's workshop regarding the topic of technology. Details still need to be worked out, but Ellen has agreed to do it, and possibly without compensation.

Evelyn shared the update on the interventions presenter being unavailable due to schedule issues, but wondered if it were an issue of compensation. Hence, discussions began about the appropriate amount available to offer presenters if needed. It was stated that the norm was 10% of the daily income was the norm, or \$100 which was the last amount paid to the last presenter. The group decided to revisit the same presenter giving him the option to provide us with a date he was available, and also to offer him compensation for his time.

Meanwhile, Stephanie is going to contact Tom to speak with him about potential presenters that might be available for the Fall workshop.

Stephanie also shared that her mentioned presenter, Lee Ann Brown, has agreed to do the Spring workshop sometime in April. The topic for the Spring workshop is to be Autism.

### **II. FASP Business Section**

In regards to the banking account, Stephanie the updated information that there needs to be a letter provided to Bank of America (where FASP bank accounts are held) in order to make changes on the account. This letter should notify of the past FASP people needing to be removed, as well as the current additions needing to be made. Stephanie requested that Lauren and her meet this week to go into Bank of America branch in order to complete transaction adding Lauren to FASP bank accounts.

Lauren's uncle will be working on revising the FASP logo for further use on letters, banners, etc. Thank you Lauren's uncle! ☺

### **III. FASP Email/Correspondence/Meetings**

In regards to the FASP Gmail account, need to use this account when sending any correspondence. Also, everybody will be sharing duties checking into the email account. Evelyn has 1st week of the month, Lauren has the 2nd week to check, Stephanie has the 3rd week of the month, and Alexi has the last week of ea month to check for emails.

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**

#### **IV. Fundraiser**

Evelyn shared the information from the San Antonio Winery and there have been a couple of changes. The cost for the wine tasting/tour is now \$30 per person (last year it was \$20pp) and there is no longer a staff member located in the wine tasting room to offer information and answer questions. Therefore, group decides to leave the reservation made should be kept until there is another location or another venue for the upcoming FASP Winter Fundraiser. There were a few locations discussed such as; the Filippi Winery in Rancho Cucamonga, or restaurant with wine tasting option in the Claremont or Monrovia areas.

Group decided that there should not be more that \$20 per person spent, with \$15 per person more likely an option. This subject and its issues shall be revisited at the next conference call (September 3). Lauren suggested a silent auction during the fundraiser, with each member bring a donated item, in order to boost fundraising efforts.

#### **V. General Discussion**

Stephanie has decided to continue with the FASP Newsletter, having the first edition for this year being made available at the first FASP Fall Workshop. Stephanie will be providing a piece for the newsletter based on The President's Corner... and the topic will be a flow of history of FASP into the current FASP Board Members, and the focus of FASP in the coming year.

Stephanie will be checking with Tom about the cost/procedures on how to get FASP to be present in some capacity at the upcoming Fall CASP Conference in November. This would allow FASP the opportunity to advertise for FASP and to possible recruit more members, etc. Evelyn has volunteered to man the booth.

Meeting adjourned at: 5:16pm