
Fairfax County SEPTA

SEPTA Board & Delegates

September 26, 2017

7pm-9pm (6:45 set up)

Dunn Loring Center (PRC building)

2334 Gallows Rd, Dunn Loring, VA 22027

Conference Room 111-Entrance 2



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1. **7:04pm Call to order, Quorum Count & Approve Agenda**-Diane, Beth, Jennifer, Jess, Norm, Laura, Lindsay, Helen, Rachna, Joanne, Ami (Non Voting-Cathy Greulich)
 - a. **Approval of Minutes from 8/29/17 Board Meeting-Approved**
 2. **Announcements**
 - a. Next Meeting - October 10, GENERAL MEMBERSHIP-Load-In at 6pm, 630pm Registration opens, 7pm Start time. Make sure to note that there is a parking garage to park in. There are also cork boards that we can post signs for at the elevators.
 - b. Next Board Meeting: October 24th
 - c. October 12 , School Board Meeting-Call to action w/Decoding Dyslexia
 - d. T-shirt sale over & report - Sold 75, made \$1100.00 or so.
 - e. Big Thanks to Events Committee-Special Shout out to Juanita & Her Husband
 3. **Treasurer Report**
 - a. There were no new expenses as of this meeting.
 - b. \$200 in donations just in the last few months.
 - c. Current report does not include anything that has come through PayPal yet. Ami is not counting the money in this report yet until she transfers it to our bank account. Fiscal year begins September 1st
 - d. Monthly we will be having at least one other person audit the budget.
 - e. Budget
 - f. Anyone who didn't ask for money got a little bit just so that we don't have to go back to the membership for an updated budget.
 - g. Admin is basic office supplies. Marketing includes all printing.
 - h. All of your budget items have to be presented to the board for approval before you submit any reimbursements for anything.
 - i. Ami will email Helen the budget to put onto the website.
 - j. Everyone agrees with this budget proposal.
 4. **Other Officer Reports: Secretary & President**
 - a. **President**
 - i. Oct 1, FCCPTA Dr. Brabrand brunch: Joanne will make an updated poster
 - ii. Oct 4, NOVA District Leadership training (Diane & Joanne) display, Toby will be presenting a bylaws workshop.
 - iii. Oct 12, Call to Action, w/Decoding Dyslexia at the School Board Meeting
 - iv. Oct 14, Supervisor Cook Town Hall (Diane, Joanne, Tina?) display
 - v. Oct 16th, 1st 2e meeting with Teresa Johnson
 - vi. Oct 21, Mental Heath Summit at Fairfax High School-We have a table 8am-145pm we are going to be looking for people to take slots. A signup genius for slots will be circulated.
 - vii. We need to reorder rack cards-after the general membership meeting.
 - viii. Teresa Johnson, Jane Lipp and Irene Meyer Meeting- November 27th, February 20th, May 21st is the time slot that we have been given is 2-330pm- having a process for followup

b. Secretary

- i. Lindsay will be taking care of purchasing printed materials and submitting for reimbursement.

5. Committee Reports, Work Proposals & Action vote

a. Communications

- i. Listserv update? N/A we will revisit after Membership meeting to see what our numbers look like, this way we have a better understanding of our our numbers and the platform that will work.
- ii. eblast Newsletter on Website-up and running- Membership link is on the main page of the website.
- iii. Oct. 10 General Membership meeting details on website. Need to promote via FB and send invites this week. Plan to get a personal email out to everyone to remind them to send out on Monday and Thursday of next week.

b. Membership

- i. Membership Drive Update- we are currently at 26-total Members
- ii. Membership will be sending out emails to new members, returning members, teacher/ staff welcome packet.
- iii. All events will have the sign-in list and send it to membership to make sure that we are reaching out those who are not signed up to send an interest letter

c. Fundraising

- i. Do we have one or two Target / other gift cards to raffle for fall meeting? Joanne got 14 tickets from University Mall to raffle off. Joanne will take lead on raffles.

d. Events

- i. General Membership Meeting Oct 10th
- ii. Start time for setup is 6pm, Registration opens at 630pm, Hard start time at 7pm.
- iii. Brabrand, Johnson, Meyer each speaker gets 5-10 minutes
- iv. 730-8pm Meet & Greet Part
- v. 8-845pm Official Meeting Starts, Vote on the Budget, Awards, Liaison for PTA's,
- vi. Displays- T-Shirt and Resources in the back of the room. Sign up for a committees- Poster board signups with pictures.
- vii. Ami will need to be at the membership table to give out voting cards and incase anyone would like to pay for their membership with cash or check.
- viii. Brooke emailed the volunteer list to see who would be available to help setup and breakdown the meeting.

e. Special Populations

- i. 2e group is meeting for the first time with Administrators on October 16th.
- ii. Laura is looking forward to reaching out to everyone who signs up after the October 10th meeting.

f. Awards Committee

- i. This will be on the agenda for the October 10th meeting
- ii. Educator of the Month-anyone can be nominated for this award. We will highlight it on the eblast and on the front page of the website.
- iii. Twice a year award-Educator/bit larger. This might include a gift card
- iv. Have a yearly Awards Ceremony

g. Advocacy

- i. October 12 Call to action with Decoding Dyslexia
- ii. Laura will resend the survey out for everyone to look at again for editing. Make edits, and we are announcing at the General Membership Meeting.

6. OLD Business:

- a. Welcome Luncheon Fundraiser (Foundation for FCPS) for Dr. Brabrand on Nov. 20. Individual tickets are \$75, \$90 after 9/20. Diane C-G attend, SEPTA pay for ticket? How do we do this? (Decide

against this per Ramona)

7. Adjourn-9:10pm
