

Fairfax County SEPTA

Board Meeting
October 5, 2021
Virtual - Zoom



7:00PM

- I. Call to order** - Michelle Cades, Amanda Campbell, Ally Baldassari, Amy LaCrosse, Emily Bridge Haeckel, Kate Volpe, Lauren McCaughey, Luis Larrazabal, Margaret Behrns, Stephanie Smith, Rich Hem (left at 7:27), Lenora Gumbs

A. Update contact info form [Board Contacts 2021-22](#)

7:20PM

- II. Approve Minutes** [Minutes Board Mtg 9.14.21](#), [Minutes Gen Membership Mtg 9.30.21](#) Amanda Campbell moved to adopt minutes for September 14th and September 30th as presented. Seconded by Amy LaCrosse. Approved unanimously.

7:30PM

III. Officer Reports

A. President

1. Gen Mem Meetings - there was strong attendance by Board members and encourage everyone to keep attending general membership meetings.

B. Treasurer

1. [Financial Report](#)
2. [Budget](#)
3. Audit committee meeting date update - Kate Volpe will chair the Audit committee with Stephanie Smith, Cathy Greulich and Lenora Gumbs
 - a) Two recommendations - 1) Use the check registry to track the checks 2) Get a debit card and set up controls to ensure there isn't misuse. Given the fact that SEPTA members live throughout the County there as well as issues with Covid there are significant challenges to reimbursing board members in a timely manner and a debit card would help alleviate those delays.

IV. Committees & Liaisons

A. Communications - Graphic Design

1. Quick review of info submission - provide as much information as possible and how it will be advertised.
2. Process for publicizing events - information will be saved in Google Drive and the other communication members will post to social media accounts.

B. Mini-Grants

1. There were 12 grant requests; the committee recommend funding 7 grants for a total of \$2,938 at 6 different schools, none of which received funds last year. If all 7 grants are approved this will leave \$1,000 to fund grants in the Spring.

https://docs.google.com/document/d/1MHBy6n-B6LJhQVV6xlpW_tJWiZHBCPR-bQG3nCWNYgU/edit?usp=sharing

Lauren McCaughey asked for approval to fund all 7 grants. Approved by a vote of 10 yeas and 0 nays. Margaret Behms abstained.

C. Special Ed Liaisons

1. "Big and Small Ideas to Promote Inclusion at Your School" - Chair proposed hosting an event with liaisons that would include ideas for larger events and smaller suggestions for activities in the members' schools.

D. Membership & Outreach Team -

1. Underserved Committee Chair has drafted an initial needs assessment to try to establish the position and survey SEPTA members for their interests and needs. Board members are requested to submit comments as soon as possible.
[☰ Draft Needs Assessment Plan](#)
2. Chair will purchase gift cards to Jake's Ice Cream, a company that hires special needs staff, and offer the cards as random gifts to new members in November.
3. Membership Chair is working to maintain an updated list of schools and working to create a list of special education staff.

E. Reflections

1. Deadline -
2. Publicity - Information needs to go to Communications as soon as possible.

F. ACSD Liaison

1. Meeting next Wed 13th. Expecting a presentation on access to literacy from FCPS.

G. Fundraising

1. Armchair fundraiser - Looking at going through Facebook.

8:30PM

V. New Business:

- A. Board Vacancies: Board Vacancies: Fundraising, 2e Co-Chair

VI. Adjourn at 8:45

****Thank you for attending; we hope to see you at our next event! Feel free to contact SEPTA any time via email or FB. Check us out on the web at www.FairfaxCountySEPTA.org****