

## BOARD MEETING MINUTES

### EXECUTIVE BOARD MONTHLY MEETING MINUTES

OCTOBER 4, 2018

6:00 PM – 7:00 PM

<b>Attendees:</b>	<b>Executive Board Members:</b> Jessica Regier (President), Cassie Burger (Vice President), Tyler Eaton (Treasurer), Elain Moua (Secretary), & Jason Staicer (Communications Director)
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### Meeting called to order at 5:57PM

#### UNFINISHED BUSINESS:

- Review of *ACTION ITEMS* from previous meeting:
  - Julian Grijalva was not present. Not sure what the status is on following up with Jeannine is. Jessica mentioned that James Loy is going to meet with Michael Massoudi to discuss outstanding Dream Big items.
  - Jason said that the PayPal link would be open tomorrow for cabinet members to pay for their polos. He will send the link to Jessica and Jessica will forward to everyone on the cabinet.
    - **Jason to send PayPal link to Jessica and Jessica to forward it to all cabinet members.**
    - Jessica is still waiting for shirt sizes from Juan Reynaga, Elain Moua, Kenneth Frank, and Jason Staicer.
  - Jessica has added the members of the Executive Board as administrators to the YMF Facebook page.
- Review meeting minutes:
  - A motion was made by Jason to approve the Quarter I meeting minutes. Tyler seconded it. Motion passed.
  - Jessica said to Jason that since the board meetings are closed meetings now, the meeting minutes will need to start being uploaded to the website, after approval.
    - **Jason to upload approved meeting minutes to the website.**
- Budget 2018-2019
  - Tyler said he made some changes from the last time the budget was discussed:
    - \$1,000 is being added as a line item, with the assumption that that amount spent will be gained back. Tyler contemplated whether it should be added as a line item at all. Jessica and Cassie were in agreement that it should be kept in the budget because even if the event breaks even, it will be a good reminder that the money will need to be spent at some point.
    - Paint & Sip and 9-Hole events both got a \$20 increase in budget but overall budget for social events is still \$1,500.
    - \$350 is being added as a line item for the YMF polos.

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- \$200 is being added as a line item for the Strength Finders book.
- After reviewing the budget, Tyler said that we are currently operating at a loss of about \$1,000 for the year-end account balance.
- Tyler also said that he received a reimbursement from ASCE National for Dream Big expenditure.
- A motion was made by Cassie to approve the 2018-2019 budget. Elain seconded it. Motion passed.
- Events Committee
  - Kiana was not present at the meeting but forwarded their schedule of events to Jessica.
    - October 11 – General Meeting
      - The general meeting/social that was supposed to be on October 11 has been rescheduled to October 18 and will be combined with the Student Chapter fundraiser at Buffalo Wild Wings.
      - Student Chapter should be confirming on Monday, October 8 with Jessica if the fundraiser at Buffalo Wild Wings is a go. If she does not receive confirmation, the Executive Board decided a Gazebo Gardens Social would be a good backup plan.
        - Communications Committee is planning a reminder email for this event on October 10 and 17 but will need more information. Executive Board can share the event on Facebook the week of the event.
        - **Jessica to confirm fundraiser at Buffalo Wild Wings with Student Chapter.**
    - October 13 – Tailgate
      - Jason said that an email was sent out today with the time of the game. Communications Committee is planning another reminder email for the tailgate on October 10 and 12.
        - **Jason forward information on the Tailgate to Heather Bashian to distribute to Parent Branch.**
        - **Jessica to forward information to Student Branch.**
- Crossroads 2019 Update
  - Cassie is planning a meeting for this committee on October 8 at 5:30PM. Location to be determined.

### NEW BUSINESS:

- Events Committee
  - Planned events for the month of November:
    - November 14 – Fresno Soccer Club Social
      - The plan is to have a social before the soccer game at the Tioga Sequoia Beer Garden from 4:30PM to 6:00PM. Events Committee is asking YMF to cover \$5 per ticket, up to 20 tickets (they have \$100 budgeted for this event).
    - November 15 – Student Chapter Banquet/Toys4Tots Box Distribution

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- The plan is to distribute Toys4Tots boxes at the banquet. Communications Committee will send an email out when more information becomes available.
- Communications Committee
  - Jason stated that the November monthly email would be sent on October 25. If Events Committee wants to get their events advertised, they need to send the needed information to the Communications Committee no later than October 19.
- Social Media Goals/Deadlines
  - Jessica said that events need to be created for:
    - October 13 Tailgate
    - October 18 Social at Buffalo Wild Wings
    - November 14 Fresno Soccer Club Social
    - November 15 Student Chapter Banquet/Toys4Tots Box Distribution
  - **Cassie is designated with creating event pages for the above events.**
  - Elain asked about the Instagram account.
    - **Jessica is to look further in to the Instagram account.**
- Parent Branch
  - Jessica attended the monthly meeting with Parent Branch. Parent Branch wants to start a Member of the Month highlight.
    - Student chapter, Younger Members Forum and Parent Branch will all nominate a member of the month and the Parent Branch will choose one of the three nominees who will be highlighted.
    - This is start in November.
- San Francisco Section Call, October 11 at 3:00PM
  - Jessica will not be able to make the call. Cassie will fill in for Jessica.
    - Some things Jessica wants Cassie to discuss are:
      - Additional funding for Crossroads and what we need to do to make that request.
      - October events
- The next Executive Board meeting will be on November 7 at 6:00PM at Mark Thomas office.
- A motion was made by Tyler to end the board meeting. Cassie seconded it. Motion passed.

**Meeting adjourned at 7:06PM**

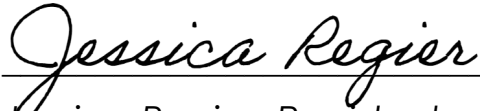
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Respectfully submitted,



**Elain Moua**

Fresno YMF Secretary 2018-2019



*Jessica Regier, President*

<b>NAME</b>	<b>ACTION ITEM</b>
Jason Staicer	Send PayPal link for cabinet members to pay for polos to Jessica.
Jessica Regier	Forward PayPal link from Jason to all cabinet members to pay for their polos.
Jason Staicer	Upload approved meeting minutes to the website.
Jessica Regier	Get confirmation from Student Chapter on the status of Buffalo Wild Wings fundraiser.
Jason Staicer	Forward October 13 Tailgate information to Heather Bashian for Parent Branch distribution.
Jessica Regier	Forward October 13 Tailgate information to Student Chapter.
Cassie Burger	Create Facebook event pages for October and November events.
Jessica Regier	Look in to the Instagram account.