minutes

Mr. V will get cost number Mr. V		SPA October Meeting Minute	S	
Attendees	10.14.2013	Time: 6:45 pm to 7:00 pm		
Jeremy Beyer, Grace Zheng, Sujatha Karoor, Jason Cheng, Cheryl Sunder, Jih-Jing Yang, Deborah Hoang, Rajeshwari Ganesh, Marina Strakhova, Bob Halliday 1. Logo cost	Facilitator	Sujatha Karoor		
Attendees Sunder, Jih-Jing Yang, Deborah Hoang, Rajeshwari Ganesh, Marina Strakhova, Bob Halliday LLogo cost Action Items Person Dead Mr. V will get cost number Mr. V 2. Revise by-law Action Items Person Dead Cherly will work on update by-law Cheryl 3. Financial update [Time allotted] Cherly Cherly went through last year income and expense. Income was fr Market Day, Cheese Cake, Uniform and donation. Expense was fu uniform, award night, hospitality, freshmen welcome. Total Incor \$14000, expanse \$4000. This year try to increase income by increasing SPA membership, promote Market Day sell uniforms. Students' account balance forward options if not used for travel. Action Items Person Dead Need to find out each student's account balance Cherly Need to discuss options for student's balance if not use for travel Cherly will go thought Sept income and expanse Cherly Next meet 4. Uniform [Time allotted] Deborah This year the uniform distribution process went extremely smooth Deborah made some changes to the process and she formed a core to support her. Action Items Person Dead SPA board members should wear orchestra T-shirt when All	Note taker	Grace Zheng		
Action Items	Attendees	Sunder, Jih-Jing Yang, Deborah Hoang, R		
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5. Hospitality



[Time allotted]	Marina					
Discussion Would like to consider other restaurants if they can deliver food.						
Budgeted whole year \$600 for concert snacks, \$125 for big and \$25 for small concert. Everyone approved.						
Action Items		Person	Deadline			
Find out the cost and deliver options from Jimmy John, Corner Bakery, Pot Belly, Go Roma		Marina				
Need find a back	Need find a backup for Hospitality					
	e Company a Thank You letter	Marina, Sujatha				
6 Cheese Cake	6 Cheese Cake					
[Time allotted]	Jih-Jing					
Discussion	Next order due at Oct 25, Pickup on Nov 23					
Action Items		Person	Deadline			
Need form a bac	kup team.	Jih-Jing				
7. Market Day						
[Time allotted] Rajeshwari						
Discussion	MD profit goes to general fund.					
Action Items	Action Items		Deadline			
Will try to promote MD from feeding school		Rajeshwari, Cherly				
Check if MD link is in SPA web page		Grace				
8 Trip						
[Time allotted]	Bob					
Discussion	Current only about 27 students registered. Rob will go as changrone					
Action Items		Person	Deadline			
Need to promote more students to participate; Bob will be on site on College night.		Bob				
Send emails to parents and students reminding registration dead line		Bob				
Find out in which situation trip might be cancelled		Bob				
9. Genernal Topic						
[Time allotted]	All					
Discussion Need new Tax id and EIN# due to SPA name change						
Action Items		Person	Deadline			
Get new tax ID and EIN#		Cherly				
			1			

minutes

Need to ask Mr. V about buying T-shirt to all consortium	Deborah	
students		