

Broward Association of School Psychologists
Meeting 3/13/15

In Attendance: Caroline Hejja (President), Bianca Srivastava (Vice President), Elouise Demestichas (Secretary), Audrey Wong (Treasurer), Tiffany Griffin (Intern Representative), Jamie Kreisberg, Catherine Poindejour, and Teresa Molina.

Minutes:

It was decided that minutes would be sent out to the attendees soon after the meeting, so they could be reviewed and approved ahead of time. In addition members would be reminded what they agreed to do.

Order of Business

Treasurer's Report/ Budget Update

The bank wanted to see minutes signed by the Executive Committee before setting up our account. However, Audrey was able to negotiate and have the issue resolved. We now have a working bank account. The balance in the bank was not available. Audrey has reimbursed Jackie Bell and Tiffany Griffin for their purchases for BASP. Caroline will submit her receipts in order to get reimbursed. There was a discussion regarding whether the minutes need to be signed and by who. Caroline said that the secretary should sign the minutes once they are approved. Elouise said she would copy and sign a hard copy of the minutes.

Caroline had a conversation with her brother-in-law who is a part owner a CPA firm, regarding BASP getting a tax-free status. She will research further to find out whether BASP is considered a nonprofit organization or a professional organization, as her brother-in-law indicated. He also noted that there was no minimum balance required to keep a tax-free status, so we do not need to worry about how much money is in the account. Caroline will confirm the facts with him. He is also willing to help us with paperwork for the application. Caroline will also find out what Dade County does because they are registered as a nonprofit organization and should be able to help us.

If we become registered with the state we will have to fill out tax papers to account for the money we have, but unless we have a lot of money we would not have to pay taxes.

Old Business

Social Committee: End of Year Luncheon:

Audrey reported that the end of year luncheon would be held at Bokampers, which is a sports bar. We will have a private room with a lot of space. The facility can accommodate 88 people, and more tables can be added if needed. The price would include 20% gratuity and 6% sales tax. The cost per person will depend on the menu we choose, which has not yet been decided. Caroline noted that we usually narrow down the menu to about four choices, including one vegetarian. Audrey suggested that we have lunch there for one of our meetings to become familiar with the venue. Bokampers address is 3115 NE 32nd Avenue. Ft. Lauderdale.

Tiffany will take care of the save the date flyer for the “end of year luncheon sponsored by BASP”, which will be held on June 5th at 12:00PM. The flyer will include the following information: location, date and time, presentation of awards, and discounted price for BASP members. The contact person will be Phyllis Shinn. Tiffany will send a draft to the executive committee for review.

There was a discussion on how much we would subsidize BASP members for the luncheon. This has not yet been decided.

Awards

Caroline looked at the materials/information she had for BASP and did not find a detailed description of the criteria for the awards. She will go through previous minutes to get that information, as she believes it is embedded there. She found a booklet with some information on Dr. Phil Seat, but no detailed information on the criteria for the Jim Rockwell Lifetime award. Last year the nominations for the Phil Seat awards were appropriate, but there were some inappropriate ones for the Jim Rockwell Lifetime award. The Phil Seat award is given yearly, but the Jim Rockwell award does not necessarily have to be awarded yearly, if there are no eligible candidates. We are going to send information out very soon for people to start nominating for the awards.

The BASP Website: Melanie was not present to give information on the website.

Banner: Audrey and Caroline will get together and compare their prices for the banner. The budget is \$500.00 and they will go with the better deal.

New Business

Various items were discussed as possible gifts for BASP members next year. These included jump drives, sticker cellphone wipes, sticky notes, tumblers, coffee cups, and portable USB chargers.

We have lunch boxes and ID tags left over from previous years. The suggestion was made to use these left overs items for door prizes. We could put the items on a table for people to choose.

Next Meeting

We have a room for our meeting in April and May. Caroline will email the room number to everyone.

Meeting Adjourned.

Next Meeting: April 17, 2015.