



**Southeast Texas
Suzuki Association
Board Meeting Agenda
January 5, 2025
7:00pm CST
via Zoom**



- I. Welcome
- II. Reading of Minutes
- III. Treasury Report (Frances McLean, Treasurer)
 - A. Current Checking Acct Balance: \$19,849.67,
 - B. CD Account Update (Ethan Atkinson Memorial Scholarship Fund)
 1. Balance: \$4,426.78
 - C. 2024-2025 Budget
- IV. SAA Leadership Summit - March 20-22, 2025, Atlanta, GA
- V. SAA Chapter Affiliate Report
 - A. Due Jan. 20th, 2025, current membership list needed
- VI. Liability Insurance (The Hartford) Update
- VII. Events and Meetings 2024-2025
 - A. Fall Festival - Sept 21, 2024, 10am-1pm (Nataly Linares, chair)
 1. Report: loss \$744.51
 - B. Book Club - Oct 5, 2024, 7pm (Terri Matchett, chair)
 1. Low attendance
 - C. Spooky Suzuki - Oct 25, 2024, 6:30pm (Julie Carlson, chair)
 1. Report: loss \$161.91
 - D. Teacher General Meeting Online - Jan 12, 2025, 4pm
 - E. Institute Scholarship Deadline - Jan 27, 2025
 - F. Parent Night Online Series #1 Christine Goodner - Jan 16, 2025, 7:30pm (Catherine Urban, chair) (rescheduled from Nov 7). Note: We need to keep advertising it. So far we have 13 participants (6 board members. We have made: \$355
 - G. Spring String Fling & Teacher Dev - Feb 8, 2025 (Rachel Shepard, chair) Note: We got Chapelwood for \$150. I need help putting this form together on our website. The link is supposed to be active on Jan. 6th.
 - H. Ribbon Festival - Apr 5, 2025 (Ed Harper, chair) Note: Do we have a venue?
 - I. Book Club #2 - April 12 at 7pm
 - J. Parent Night Online Series #2 - Michele Horner - Apr 24, 2025, 7:30pm (Catherine Urban, chair). We may need another chair person for this one.
 - K. Graduation - May 3, 2025, 2:30pm (Terri Matchett, chair)
- VIII. Old Business: Our Google account is running out of space.
- IX. New Business: Set the meeting with University of Houston to talk about starting a Partnership with them.
- X. Announcements:

STXSA Chapter Affiliate Report Due on Jan. 20th

- Important information from the email I received: *In the next 1-2 months, you can expect to see a new section of the website specifically for Chapter Leaders, which will allow you to have a bit more functionality, including the ability to verify member status for your members, pay annual dues, create & submit events, access prospective member lists, and request emails from the SAA team. In addition, you will have the option and ability to have your member fees & dues go directly through the SAA. In other words, when someone in your chapter area goes to check out when purchasing their SAA membership, they'll have the option to add a membership to your chapter.*
- I need the current membership list in the following files: member names and email addresses in CSV or Excel format.
- Tax Season
- STXSA T-Shirts
154 Shirts, the total was: \$1,211.50
Amati donated: \$500 in check. Note: Do we need to send them a tax donation letter?
H-Town Strings donates \$500 in check
Spreadsheet:
<https://docs.google.com/spreadsheets/d/1uOp23BLQIJkZSNuhFXRCn65Du3AalBnJYUgHC5GxyXI/edit?usp=sharing>
- Cash Box: I have it at my place. It had \$143 and I deposited \$100 on Dec. 16th

XI. To-do List from October's Meeting:

- 408 form was sent a few months ago and nothing has happened. I may have to do it again via online.
- Mailchimp assignments:
Mailchimp Newsletter on the 5th of the month (Katie)
Mailchimp Parent Corner Newsletter 10th of the month (Danette). Note: Great job sending the mailchimp and Parent Corner Newsletter!
- Updating the paid members tag and adding new members and deleting the expired ones?
- How do we want to welcome new STXSA members?
 - Phone Call and shout out in the newsletter!
- Should we change the chairman title?
 - Change to Chairperson in the future
 - Danette volunteers
- Should we change password for Gmail account? No, we decided to leave the same pass.
 - Mayara will text Elisabeth to log out (Done)

- Our Google account is running out of space
 - We will talk about moving the domain and claiming the free google account at the next meeting at the next meeting
- Updates from the Lisle Check from Fall festival. Done, the check was deposited
- Fundraising ideas?
 - Giving Tuesday- Lois will look into Facebook Giving Tuesday. Note: We got \$100.
 - Lois is looking at the grant

Action Item

1. Danette to update bylaws for January meeting