

June 15, 2015

Item	Notes	Action	Owner
Attendees	Lorraine Jeff Steele Michele Bilia Julie Tatum Jeanne Francine Linda Kaufman Ed Schueler Ray Zaymen Nagesh Fred Busler Owen John Buxbaum		
Team Advisor			
Budget	Nothing new Still have \$25,000 \$50 for Warren middle school sold 2 scopes - \$450. Who should be a signer on account? Who should have credit card? Need to be assigned for this. Lauren, Jeff, Ed and Lorraine currently have cards You can get a bank card for a non- signer. Like an employee Keep Lauren, people who buy stuff If charges are over \$200 – let treasurer know		

	Talk about budget for next year		
Grants	Michele will work with Ray's wife Give access to Google drive		Ray
Clean up	None until fall – November Waiting for Spring payment		
Concessions	No one present		
Digital Media	Chris will update the Board information in the late summer	Change board	Chris
Travel	Pam will do with a committee	Find a committee	
Procurement	Not a formal position. Mike Scott & Nelson used to make a list of what's needed.		
Event Calendar	June 27 th – Midnight mayhem 4-H fair – August 13, 14, 15 Outreach event at Kangaroo Kids from 5 to 7 June 22 nd next full RAMP		
Team Captains	Wawei visit – they didn't show up. Owen will contact them. Went to J&E – went well. They made 303 cut-out key chains Team development will own the	Follow-up	Owen

	content for the website		
Old Business			
New Business	<p>Get help for Lauren with the J&J scholarship for next year.</p> <p>Nagesh – setting up board meetings for Prince Rodgers Avenue. Y2 SAT academy</p> <p>General meeting 4th Tuesday General membership meetings at the library</p> <p>Board Meetings 3rd Wednesday July 22nd at Prince Rodgers Both meetings 7 to 9</p>		
To Do	<p>Give Julie access to gmail</p> <p>Inventory of key/expensive items</p> <p>Give Michele & Lyn access to Google drive</p>		<p>Linda</p> <p>Owen</p> <p>Ray</p>
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RAMP Board

Email reminder

- Agenda
- Location
- Time

Attendance

Minutes

- Send minutes to Chris Schueler

RAMP Full Meeting

Email Reminder

- Highlights of meeting
- Location
- Time

Attendance

Minutes

- Send minutes to Chris Schueler

Follow-up email

General

Send out board meeting schedule

- Send list to Chris

Email reminders

- Events

- Volunteer help
- Thank you
- Snack/dinner requests help

Membership log/forms