

Meeting Location	Colorado Center Community room
Meeting Subject	Financial Report, Committees Report, Norouz
Meeting Date	Thursday, March 9 th 2017, 7:15 pm to 9:20 pm
Present	Amir Daghigh, Hamidreza Dehghan, Mehrzard Rafeei, Sara Moomsaz, Parisa Khosravi, Susan Mollasalehi, Loosineh Davoodian, Gerigor Daneshvar
Guest Member	Iraj Yamin esfandiyari, Bijan Armandpour, Sima Haghighi
Date Issued	03/09/17
Chairperson	Amir Daghigh
Secretary	Hamid Reza Dehghan

Agenda:

- 1- SIAP Financial Report
- 2- Report by "outdoor Committee", "education Committee", and "media Committee"
- 3- Norouz arrangement

- Financial Report Bu Mehrzad,
 - Closing the previous bank account and open the new bank account with “Wells Fargo”
 - The report of statues of Secretary of State, state Tax, and IRS. The statues of 2017 secretary of state is ACTIVE. All papers from IRS are missing.
 - Mehrzad, 2017 Secretary, to follow up with Shahrir and others for preparing the documents for TAX, and IRS
 - Iraj to ask Noshin about any documents probably she has from previous years
- Report by Committees
 - Outdoor Committee by Loosineh
 - Notify for event at least 30 days before event, including emails, social media, and website.
 - Education Committee by Sara regarding the survey prepared from SIAP members
 - Scheduling for study group for LEED, Software, and other classes.
 - Media Committee by Sara
 - Having the new Host for the new website for the advantages of the new Host, including the speed, back up and etc. (in addition to the old host for the previous website)
 - **Hire Mohsen for maintenance the website and having the new host by Mohsen. Both websites should be maintained by one person.** (has been voted)
 - All communication with Mohsen should be through by Sara
 - Having authority to Media Committee for designing and maintenance
 - Comments by Iraj regarding to website
 - a) Incomplete website, the new website should be switch by the old one. (Nobody agrees)
 - b) The articles on website are not complete.
 - c) The “comments” on articles are missing
 - All comments would be sent to Media Committee and the committee will taking care of it if it's applicable.

- Norouz arrangement by Parissa:
 - The location of the Norouz has been changed to Beverly Hills Women's Club.
 - The hour of Party will be from 5:00 pm to 10:00 pm. But the Committee will try to extend the hour if it's possible.
 - The ticket price is \$70 for members and #80 for non-members.