

FFA ALUMNI OFFICER CONTACT INFORMATION

President, Jami Anderson

(661) 633-0340 jamianderson@outlook.com

- Runs monthly FFA Alumni meetings in person and via Zoom if necessary
- Prepares monthly FFA Alumni Agenda
- Coordinates with the secretary and treasurer to obtain the monthly minutes and treasurer's report
- Create Google Form Sign In, presentation, and other materials needed for monthly FFA Alumni meetings
- Prepares monthly FFA Alumni Executive meeting agendas
- Coordinates FFA Alumni Executive Meetings to review agenda
- Updates Program of Work
- Monitors and responds to FFA Alumni emails and other correspondence, Works with the secretary and treasurer to ensure all paperwork is current and turned in to the State and National FFA Alumni, Ex officio member of all committees, Follows up on all assignments given to members/officers and offers support as needed

Vice President, Denise Netherton

(661)-578-7203 thenethertons@yahoo.com

- Assists President
- Runs meetings in absence of president
- Oversees all work of appointed committees and ad hoc committees: 2023-2024 Appointed Committees: Scholarship Committee, Website Committee, and Ag Class Size & Recruitment Committee

Secretary, Jennifer Posada

(661) 304-0203 jenniferposada7@yahoo.com

- Maintains a record of all meetings by writing minutes for each FFA Alumni meeting and FFA Alumni executive meeting
- Turns in minutes of each executive and/or member meeting within 72 hours of meeting to Google Drive
- Updates, distributes, and organizes the FFA Alumni Member Survey (Paper version & Google Form) to maintain a current directory of members, their addresses, phone numbers, emails, and interests in the FFA Alumni
- Creates reports based on the FFA Alumni Member Survey which is to be shared with the FFA Alumni Officers and BHS Ag Teachers
- Submits roster of FFA Alumni members to National FFA using the National FFA website
- Maintains a record of FFA Alumni member participation on a monthly basis through FFA Alumni Points Notifies officers of elections & members of appointments to committees

Treasurer, Mary Moreno

(661) 972-4852 marymoreno11@gmail.com

- Maintains financial records of the bank account, fundraisers, and grants using current bank statements and receipts
- Gives a financial report at each FFA Alumni Meeting using Google Sheets to format and record the report
- Receives funds and distributes funds (scholarships, grants, donations, fundraisers, and expenses)
- Annual report at final meeting of the year
- Works with the president to make sure taxes are filed on behalf of the FFA Alumni organization to maintain non-profit status
- Works with the president to create an annual budget
- Obtains supplies and/or snacks as needed for FFA Alumni meetings and events
- Maintains UPS P.O. Box and collects mail from it

Resource Development Officer, Emmalee Barlett

(661) 496-0808 emmalee.barlett@gmail.com

- Recruits, maintains, and runs the Fundraiser Committee
- Directs the fundraiser committee to complete all tasks related to current fundraisers
- Coordinates with BHS Ag Teachers, FFA Alumni Officers, and FFA Alumni members to complete grant applications for the National FFA Alumni Association and other organizations
- Oversees the Ken Whitney Legacy Donation Program
- Runs Zoom FFA Alumni meetings and monitors chat during meetings
- Works with the president to monitor and post to social media account (s)