6401 Linda Vista Road, Annex A   San Diego, CA 92111-7319   (858) 268-8077 office@ninthdistrictpta.org

Ninth District PTA Email FAQ
Michael King
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## Email Directory

| First Name | Last Name | Email Address |
|---|---|---|
| Derick | Boerner | treasurer@ninthdistrictpta.org |
| Jen | Boles | secretary@ninthdistrictpta.org |
| Brian | Bonner | communications@ninthdistrictpta.org |
| Frida | Brunzell | family-engagement@ninthdistrictpta.org |
| JoAnn | Butler | office@ninthdistrictpta.org |
| Helen | Crenshaw | communityconcerns@ninthdistrictpta.org |
| Heather | Dugdale | education@ninthdistrictpta.org |
| Colleen | Hervey | president@ninthdistrictpta.rog |
| Doreen | Hom | auditor@ninthdistrictpta.org |
| Michael | King | webmaster@ninthdistrictpta.org |
| Sue | King | evp@ninthdistrictpta.org |
| Event | Manager | events@ninthdistrictpta.org |
| Francisco | Montijo | parliamentarian@ninthdistrictpta.org |
| Betsy | Mueller | member-services@ninthdistrictpta.org |
| Derby | Pattengill | legislation@ninthdistrictpta.org |
| Mary | Patterson | health@ninthdistrictpta.org |
| Shawna | Straw | leadership@ninthdistrictpta.org |
| Rachel | Wohnhaas | financial-secretary@ninthdistrictpta.org |
| Tina | Zabala | historian@ninthdistrictpta.org |

**bod@ninthdistrictpta** includes the *elected and appointed individuals* in the list above (no committee chairs & no office staff). A message sent to the bod@... address will be delivered to all of the included individuals.

**To access your email from a web browser** (Chrome probably works best; Firefox and Safari also work) go to https://mail.google.com where you will see a list of any other Gmail accounts you have, and an "Add Account" button at the bottom; click that and enter the full email address and password you received on the next two screens.

**You can add your @ninthdistrict… address to the email client in your personal devices**. In Apple Mail and *newer* versions of Microsoft Outlook you only need to click a box for Google, and enter your address and password in the proper fields; the software will do the rest. Other email clients may be more or less user friendly.

**Need/want more email addresses?** There is no cost for additional addresses, so if you need or want more, email webmaster@ninthdistrictpta.

**Limits on Email** (https://support.google.com/a/answer/166852)

| Limit type | Limit |
|---|---|
| Messages per day<br>Daily **sending limit*** | 2,000 |
| Recipients per message<br>Addresses in the To, Cc, and Bcc fields of a single email* | 2,000; 500 **external** - **not** @ninthdistrictpta.org |
| Total recipients per day<br>Email addresses (recipients) count each time a message is sent; 5 emails sent to 10 addresses count as 50 total recipients.* | 10,000 |
| External recipients per day | 3,000 |
| Unique recipients per day<br>Each email address (each unique recipient) counts only once per day:<br><br>5 emails sent to 10 different addresses count as 10 unique recipients*<br><br>5 emails sent to a single address count as 1 unique recipient* | 3,000 |
| Receiving email | 60 messages/minute; 3600 /hour; 86,400 /day |
| Maximum Attachment file size | 25 MB directly attached; 50MB for Drive files |

*Applies to internal and external recipients*