

Schutz American Schools of Alexandria Foundation
Board of Director's Meeting
July 14, 2007 1:30 PM
Carleton University, Ottawa, Canada

Present: Ann Akers
Stephen Brooks, *Vice President*
Alexandre Byron-Exarcos
Gloria Holcomb
Marina Moraitis, *Reunion Coordinator*
Ed Nicholas, *President*
Lavina Pattee
Bill Pollock
George Reed
Jean Stultz, *Secretary*
Janie Walters, *Newsletter*
Ron Walters, *Treasurer*
Absent: Sam Farmerie
Massimo Laterza, *Schutz Representative*

Guests: Kenny Cooke
BettyLou Cooke
Agnes Moraitis Jaouich
Kirk Lindly
Deb Spohr Martin
Alice Meloy
Ann Meloy
Ed Pollock
Greg Walters
Charlotte Weaver-Gelzer
Sherri Brooks

President Ed Nicholas opened the meeting and welcomed Ann Akers and Lavina Pattee as new Board members.

Jean Stultz read the minutes of the July 22, 2006 Board meeting, which were accepted with one correction: Lavina Pattee and Ann Ackers were elected to a four-year term (minutes had stated three-year term).

Treasurer, Ron Walters, distributed a financial report for the 2006/2007 year showing income and expenses. He reported a CD balance as of June 30, 2007 of \$8396.82. The report detailed the cost of producing the two newsletters for the year and pointed out that postage has increased. Ron needs detailed information on PayPal payments. Ed will provide this. The funds contributed for publication of the history book have been put into CDs. The Board accepted the financial report, which is included in these minutes as Figure 1.

Janie and Ron Walters reported on attending the memorial service for Len Millison at Peace Covenant Church in Key West, Florida. Both were glad they went and felt fortunate to have been there. Ron attended a second memorial service held at the Saxonburg Memorial Presbyterian Church where Len's father had been the pastor. There were representatives from all the churches Len had served in the Pittsburgh area. A gift of \$320 donated by Schutz friends was given to the Millison Outreach Fund at his church. In addition a brick was purchased for the New Wilmington Memorial Brick Garden that will be in place for the 2007 New Wilmington Mission Conference. Ed Nicholas read a thank you received from the conference.

Steve Brooks, chair of the nominating committee, reported that Kenny Cooke agreed to be placed in nomination for membership on the Board of directors and will be voted on by the alumni membership at the general meeting. This will bring the Board to capacity of 15 members. Ed thanked Kenny and welcomed him.

The chair of the 2007 Grand Reunion, Marina Moraitis, expressed thanks for the honor to serve. She also expressed appreciation to the committee members and others who assisted with preparation for the event. There were 65 registered. A larger attendance was expected but factors that contributed to the smaller group were passport requirements and cost and the drop in currency value. Ann Meloy, who served as registrar, expects that we will be close to a break even on the event but a final report will not be available until all invoices are received and paid. The evaluation forms will help to determine what worked and what didn't and give

some direction for the planning of the next grand reunion. Ann Meloy and Ron Walters will send a finalized financial report to the members of the Board.

The Board expressed appreciation to Marina and the committee for all their work in making the weekend a very successful and memorable event.

Steve Brooks reported that no requests for use of the Reunion Travel Fund were received. A suggestion was made that the fund money be used to offset any deficit incurred for the 2007 reunion or be set aside for the next grand reunion. Ann Meloy or Ron Walters will contact those who contributed to the fund to determine whether they wish their monies be refunded or applied to one of these categories. They will update the Board on the status of these funds.

Steve Brooks reported on the Schutz scholarship for the school year 2006-2007 and contact with Massimo Laterza. A recipient was identified and the information was sent to the Walters in time to be published in the Fall 2006 Schutz Newsletter. Some discussion followed. Points discussed included:

- The criteria used to determine the recipient.
- Should the scholarship be decided upon earlier in the year?
- Should it be only for a senior or should other students be considered.
- Would the alumni association like to have a hand in selecting the recipient?

The Board approved the creation of an ad hoc Schutz Scholarship Criteria Committee to consider these and other issues related to the scholarship and make recommendations to the board. Agnes Jaouich, Deb Spohr Martin and Lavina Pattee agreed to serve on this committee.

The Board voted not to make any changes in the handling of the scholarship this year. Therefore, a \$1000 scholarship will be offered for the 2008 year with the selection made by Massimo Laterza (Schutz High School Principal). Steve Brooks will contact Massimo Laterza to coordinate the scholarship for the 2007-2008 school year.

George Reed reported that the letter to recent Schutz graduates has not been sent. He will send the proposed letter to Steve, Ed, and Lavina for review.

Bill Pollock, the point person for the "Internet Espionage Committee", reported he joined "Classmates.com" and sent out 40-50 emails only to receive 4 or 5 responses. There was little excitement expressed by those contacted and no interest in attending a reunion. Bill is willing to continue exploring ways to find those who graduated in the 80's and 90's. The highest concentration of Schutz alumni and friends on our mailing list is in the Eastern US.

Alice Meloy and Charlotte Weaver-Gelzer reported on their progress with the History Book. The writing is going well and they are very pleased. Charlotte writes every day from 8:30 to 11:45 am. The book will span 1924 to present day. Clarification was made that the copyright belongs to Alice and Charlotte. The support provided by the SASAF has been used only to offset direct costs and has been provided as an encouragement to their work. There are no strings attached to the funds currently set aside for the publication fund.

Thanks were expressed to Steve Brooks for his work on the Schutz T-shirts that are available for \$12.50. They will be advertised on the web site and in the newsletter. Any net profit will be donated to the SASAF. Steve Brooks purchased the shirts himself. No SASAF funds were used for the purchase of the shirts. 32 shirts were reserved at cost before the reunion. 37 additional shirts were sold at the reunion events. There are 75 shirts remaining for sale.

The treasurer, newsletter coordinator and secretary officers have reached the end of their maximum 2-term limit specified in the SASAF bylaws. The Board voted to extend the current three-year term for the treasurer, secretary, and newsletter coordinator by one year to (through the 2008 board meeting) and to address the term limit issue in a review of the bylaws in the coming year.

Approval was given by the Board to establish an ad hoc By-Laws Review Committee and submit recommendations by June 2008. President Ed Nicholas appointed Steve Brooks & Kirk Lindly to the committee with Steve serving as chairman.

Ed Nicholas showed the online SASAF Database to the Board that he had recently implemented. For the present this will be available only to Board members. **The Board approved the set up of an ad hoc Web Presence Strategy Committee to address the web site, electronic newsletters, e-mail communications, and use of the online database.** Greg Walters, Steve Brooks, Bill Pollock and Ed Nicholas will serve on the committee.

The desires to locate additional alumni, broaden participation and camaraderie among the alumni, and plan for our next Grand Reunion was discussed. **The Board approved the set up of an ad hoc Community Building Strategy Committee.** Marina Moraitis, George Reed, Gloria Holcomb, and Alex Exarcos will serve on this committee.

The SASAF Board will meet on Saturday, July 19, 2008 at the Stultz Farm in Butler, PA. The 2008 annual Schutz Reunion will be held on Sunday, July 20, 2008 in New Wilmington, PA.

The Board approved an ad hoc committee to work on an operating budget for SASAF, Inc. Steve Brooks (chair), Ann Ackers and Ron Walters will work together to prepare an operating budget for SASAF to recommend to the board. Additionally, this committee will prepare a financial statement for presentation to the board including the status and amount of funds that have been designated for specific purposes (scholarship, history book, etc.).

Bill Pollock and Steve Brooks will review the SASAF Tax Exempt Status. The TAX ID number, which needs to be verified, is 51-0006522 under IRS statute 501c3.

President Ed Nicholas appointed Alex Exarcos, George Reed, and Marina Moraitis to the Nominating Committee. Alex will serve as chairman. This committee will be responsible for making recommendations to the board for new board members and officers.

Jean Stultz, Secretary

Figure 1: Financial Report Presented at July 14, 2007 SASAF Board Meeting

2006/2007

INCOME

Membership	\$ 1220.00
Scholarship	\$ 2059.00
History Book	\$ 320.00
NW Reunion	\$ 260.00
Ottawa Reunion	\$12390.22
Note Cards	\$ 39.00
Office Support	\$ 30.00
Len's Memorial	\$ 320.00
PayPal	\$ 704.20

Total Income \$17342.42

Certificates:

#40 @5.25%	\$1500.00	
interest	\$ 74.02	\$1574.02
#41 @ 5.25%	\$1500.00	
interest	\$ 74.02	\$1574.02
#42 @ 5.25%	\$5000.00	
interest	\$ 246.80	\$5246.80

Total CD Balance \$8394.84

EXPENSES

Website	\$ 143.40
NW Pres Church	\$ 50.00
Certificates of Deposit	\$ 8000.00
Foreign Bank Charge	\$ 1.84
Ottawa Reunion	\$ 8308.68
Newsletter - plus *	\$ 1498.74
Scholarship	\$ 1000.00
Domestic Representation	\$ 320.00
NW Memorial Brick	\$ 125.00
Len Millison Outreach Fund	\$ 320.00

Subtotal \$19767.66

Unprocessed check \$ 250.00

Total Expenses \$20017.66

Newsletter:

Fall Printing	\$ 338.18
Foreign Mailing	\$ 162.25
Domestic Mailing	\$ 103.19
Returned Newsletters	\$ 23.94
Postage	\$ 78.30
Bulk Mail Permit	\$ 160.00
Spring Printing	\$ 338.18
Foreign Mailing	\$ 157.90
Domestic Mailing	\$ 100.47
Returned Newsletters	\$ 13.23
Other Postage/Stamps/Rtns	\$ 23.10

Total Newsletter Costs plus \$1498.74