

## **Schutz American Schools of Alexandria Foundation**

Board of Director's Meeting

July 18, 2009 9:30 AM

Butler, PA

Present: Stephen Brooks, Kenny Cooke, Gloria Holcomb, Marina Moraitis, Edward Nicholas, Lavina Pattee, Bill Pollock, Ed Pollock, George Reed, Jean Stultz, Janie Walters, and Ron Walters.

Regrets: Ann Akers, Alexandra Byron-Exarcos, Sam Farmerie, and Massimo Laterza

Guest: Carolyn Pollock

A quorum being present, president Ed Pollock called the meeting to order, welcomed all and asked for assistance this being his first time as a member of the Board. Ed asked for any additional items to be added to the agenda. Hearing none he suggested we allow some time later to discuss the nature of the organization that will aid in steps as we go forward.

### **Old Business**

The secretary summarized minutes of the October 25, 2008 meeting, having been mailed to all members, and she noted the corrections that have been made on the official copy on file.

#### Schutz History Book

Marina Moriatis read the report sent by Alice Meloy and Charlotte Weaver-Gelzer

“They are proceeding according to the plan outlined to the Board last July: writing narrative, collating related stories from input received from former Schutzites, and filling out some gaps through additional research. The many layers of the story of Schutz continue to challenge us. We will be available from Saturday afternoon through Sunday to discuss the project and answer questions.”

The History Book Project report was accepted. In response to Ed Pollock's question is there anything else the Board should be doing to assist with the project, it was agreed to continue support without pressure of any deadline and with positive encouragement. They are writing this book to reach a broad audience and wish to work at a speed that is possible given their own personal family responsibilities and the tremendous task of categorizing the volume of information gathered. The report was accepted.

#### Recognition of George & Mary Lou Meloy

Stephen Brooks summarized the ideas that have been received and reported that he has not had a reply from his emails sent to Massimo Laterza. The decision on the project should be dependent upon agreement from the four Meloy children and in conjunction with the Schutz School Board.

Steve asked if anyone is planning a trip to Egypt/Schutz it would be helpful to have him or her serve as a liaison. **To serve a wider audience the Board agreed to establish a Meloy section on the web of George Meloy's writings pending approval of the Meloy family.** Ron Walters reported that the memorial fund to date is \$2558. **The Board agreed that funds received will be deposited into the Meloy Recognition account and will be used only with Meloy family approval.** Lavina Pattee asked that decisions on the project should be kept portable because of the consideration under way on a new location for the school. Work on this recognition project will continue, utilizing the time to connect with the Meloy's this weekend and others present. The report was accepted.

### **Summary Reports of Officers and Committees**

#### Treasurer's Report and Budget & Finance Committee

Ron Walters distributed his five-page report that included the bank activity for the 2008/2009 fiscal year, income and expenses for the same period, activity of the certificates of deposit, summary of what was received and spent thus far for the 2009/2010-year, and a proposed budget for the 2009/2010 year. The bank account balance as of June 30, 2009 was \$6258.32 of which \$2558 is designated to Meloy Memorial. Ron noted that one CD has been designated for the History Book Project. He also asked if we

needed both the Corporation Filing and the CT Corp. Representation. Bill Pollock verified we did but if we had someone living in the state of Delaware that person could file on the Board's behalf to eliminate that fee. This will be explored. Ed Nicholas reported the web-hosting fee is approximately \$150 and should be added to the expense column. Ed has been using Host My Site and they have been very helpful. Janie Walters shared the thank you letters received from First Presbyterian Church of Baldwin Park, CA and the Alzheimer's Association for the contributions given in memory of Mary Lou Meloy. A final clarification noted by Ron Walters on newsletter item of postage-steakhouse. This represents letters mailed out, received back with address correction or unable to deliver, and re-mailed to new address – thus out and back! The two reports were accepted.

#### Community Building Strategy Committee

Gloria Holcomb Starbuck reported that her lack of involvement does not reflect the leadership on this committee nor her commitment to the purpose and asked that she be removed as chairperson. She expressed her following thoughts related to community building: there are no longer boarders at Schutz School; how to support what is dying of those who are based in the US; recent graduates look at the school/alumnae connections differently; how to reach out knowing how they are interacting via internet; importance for SASAF to provide and keep alive the history of Schutz. Lavina Pattee mentioned that the excitement of Elisa Jackson was welcomed but has waned because of lack of support under the leadership of the new president of the Schutz Board. The report was accepted.

#### Web Presence Strategy Committee

Ed Nicholas shared the concern over the Schutz School's loss of and use of SASAF's database we shared and lack of any updates received from them. It appears that the current administration is not interested and there is no response from the new staff managing the alumni area. Steven Brooks shared the current restrictions being used by government and agencies related to the strict privacy act and the need for SASAF to be cautious in establishing the use of their database. Ed Nicholas suggested a move to enable each individual to access his or her own records on the database and prepare a special mailing to transition to online publishing of the newsletter or its replacement. Ed said he would be willing to continue developing the web site and develop the capacity for a PDF newsletter but he will need help from others for content and editing. Several names were suggested, others volunteered and continued search to enable this transition will be ongoing throughout the next days. The report was accepted.

Discussion followed concerning the need to combine the group effort of committee work to facilitate the need for the alumni board to move forward. Ed Pollock will chair the merge of Community Building, Web Presence, Newsletter, and Nominating.

#### Scholarship Review Committee

Lavina Pattee, in considering the recommendations received from Massimo and in consultation with others suggested the criteria established is still appropriate. It is felt that Massimo is still the best person to facilitate the choice of scholarship recipient. The honor of receiving the scholarship is still the most valuable aspect and not the amount received. **The Board agreed to name the award The George and Mary Lou Meloy Memorial Scholarship pending approval of the Meloy children and the yearly amount would remain at \$1000.** The report was accepted.

#### Newsletter

Janie Walters expressed the need to look to the future in making a change in the method of communication. It is important for SASAF to reach out to the alumni rather than continuing to think they will come to us. The number on the mailing list has dropped to approximately 600. The overseas mailing and return mail costs have always been high. The report was accepted.

## **New Business**

### Distribution of Note Cards

With approximately 750 packs of note cards on hand Jean Stultz asked each member of the board to take home with them a box of the cards to enable the extension of distribution.

### Direction of Newsletter

The following process will be used to inform the alumni group of the change. Bill and Carolyn Pollock will draft the letter that will explain it is the last postal mailing. Marina will develop a collage of photos and write up of this weekend that will include the Meloy Celebration given by the Meloy family. Included will be a self addressed postcard enabling all to respond to one of two questions on receiving a newsletter: Yes, via email & update address; or Yes, mail a hard copy. Upon receipt of the material Ron and Janie will arrange for the printing and do the mailing. A word of thanks was extended to Ron and Janie Walters for their nine years of service to the newsletter preparation and distribution.

### Grand Reunion

Ed Nicholas expressed the need to schedule a reunion within the next two years and suggested it be in the east perhaps in or around the DC area. There are many possibilities for location such as Baltimore Presbyterian Synod in Chesapeake Bay Area, Southern Baptist Seminary in Louisville, KY area, and Stony Point Center in New York area. Former grand reunion committee members have been contacted by Ed and expressed willingness to help with the planning. This year is the 85<sup>th</sup> Year of Schutz. Ed will continue pulling together those who will help set up the next grand reunion.

### Nominating

George Reed presented the report on the board composition indicating there were 8 vacancies and the results of his work to present the status of those who will serve again and new members to be voted on by the alumni membership at the annual meeting on July 19. The following agreed to serve another term on the board: Bill Pollock, Ed Nicholas, Marina Moraitis, and Jean Stultz. Ron Walters agreed to serve for one year. To be elected to the board Amanda Johnson and John Meloy. Under consideration is Elisa Jackson. The report was accepted.

With rain drops falling and time to begin the Meloy Family Celebration the meeting was adjourned.

Jean Stultz, Secretary.