

**Schutz American Schools of Alexandria Foundation**  
**Board of Director's Meeting**  
**July 19, 2008 1:30 PM**  
**Stultz Farm, Butler, Pennsylvania**

Present: Ann Akers  
Ken Cooke  
Sam Farmerie  
Edward Nicholas, *President*  
George Reed  
Jean Stultz, *Secretary*  
Janie Walters, *Newsletter*  
Ron Walters, *Treasurer*

Guests: Max Dennis  
Charlotte Weaver-Gelzer

Regrets: Stephen Brooks  
Alexandre Byron-Exarcos  
Gloria Holcomb  
Marina Moraitis  
Lavina Pattee  
Bill Pollock

Absent: Massimo Laterza, *Schutz Representative*

President, Ed Nicholas welcomed Ann Akers and Ken Cooke to their first board meeting and the guest Max Dennis from Liberia who was a 1966 Schutz graduate.

The secretary verified a quorum was present.

The minutes of July 14, 2007 were summarized by the president noting that Janie & Ron Walters and Jean Stultz had agreed and were approved for a one-year extension as an officer on the Board. Ed Nicholas reviewed the special committees that had been established and reported that subsequent to the Ottawa gathering Charlotte Weaver-Gelzer has agreed to serve on the Community Building Strategy Committee.

The report as of June 2008 and comments submitted by Marina Moraitis of the Schutz Grand Reunion 2007 was reviewed. It showed a deficit of \$ 406.01 and the amount remaining in the Canadian Bank account to be 41.00 Canadian dollars. This will be transferred to SASAF bank account. Any outstanding amounts owed will be confirmed with Ann Meloy. Marina thanked the Board for having given her the opportunity to be the Grand Reunion 2007 Coordinator. The Board expressed their thanks to Marina for her leadership resulting in a great grand reunion.

Ed Nicholas reviewed the committees that had been established at the 2007 Board meeting. Identification of chairperson & committee members and responsibilities outlined had been sent to all Board members.

Treasurer Ron Walters distributed a detailed report on financial activity for the period of 7/1/07 through 6/30/08.

Bank balance 6/30/08	\$3340.09
Designated Certificate's of Deposit	
# 6640 (General ledger)	\$1649.86
#6641 (History Book)	\$1649.86
#6642 (Scholarship)	\$5499.61

The Board accepted the financial report.

Materials prepared by Stephen Brooks, chair of the Budget Committee were distributed. These included historical information of the average income and costs for the period of 2001-2008 providing estimated amounts for 2008 and a recommended budget allocation for the year 2008-2009. Discussion on history book, scholarship and computer needs followed resulting in these agreed decisions: 1) leave \$1,000. in escrow for History book; 2) remove \$1,500. for computer printer; 3) continue present scholarship procedure for another year. (Attached is the proposed budget for 2008-2009) The Board expressed special thanks to Stephen for all his detailed and extensive work.

Shared with the Board was the report Stephen Brooks prepared on the Tax Exempt Status of SASAF. Contributions are deductible including mileage to and from board/committee meetings.

**SASAF Community Building Strategy Committee** responsibility is to locate additional alumni, broaden participation, & plan for next Grand Reunion. Discussion included the following suggestions: a) have reunion held at the same place and same date that would enable folks to schedule & plan ahead b) identify a central location that would be a small campus setting to enable attendees to be together without interference of other groups c) hire someone to do basic logistics planning and free up reunion committee to develop the program (**Charlotte Weaver Gelzer agreed to secure two quotes from persons to do this.**) Ed will confirm with Gloria that she will continue to chair the committee.

**SASAF Scholarship Review Committee** responsibility is to review the procedure and make recommendations and is chaired by Lavina Pattee. Lavina's report was distributed to those present. Several ideas suggested by the committee were discussed resulting in the following: **Board agreed to continue the current process for one more year, increase just this year's scholarship amount to \$2500, have Janie Walters contact Massimo to identify this year's scholarship winner, and continue to review and refine.** The request for donations to scholarship should continue to appear in the newsletter.

Ken Cooke suggested that alumni and friends should be encouraged to donate to the building of the community and it would be helpful to include a paragraph in the newsletter on need for support and importance of membership dues.

**SASAF Ad Hoc Web Presence Strategy Committee** was established to address the web site, electronic newsletters, e-mail communications, and use of the online database. Ideas from the Board discussion included: hire a person to put content on the web with an identified person to coordinate/approve materials (this individual would need to be one who has ownership and ability to do the work of sensitive nature); need to identify what is entailed in gathering of information; provide a web where individuals could submit establishing carefully identified perimeters.

**Board voted to have this committee investigate transitioning from paper newsletter to electronic newsletter.**

**SASAF By-Laws Review Committee** was asked to submit recommendations for change by June 2008. Thanks were expressed to Stephen Brooks who chaired the committee and did the proposed revision that was circulated to the Board members by June. **The By-Laws were reviewed, minor changes were made and the Board accepted them as amended.** (See attachment)

Charlotte Weaver-Gelzer distributed pages of two diagrams to describe the basic format that has been established for the Schutz History book. She and Alice Meloy have agreed that following the ancient format of telling a story that requires a personal narration will be the direction to completion of the writing. The theme will be "Belonging" and for format goes in a ring with # 1 as the introduction and # 16 to latch back to the beginning. The personal narration will be Charlotte's voice. As chapters are written they will be sent to Alice. Alice has prepared an extensive detailed spreadsheet that will enable her to identify all of the contributions from interviews, research and letters submitted by everyone that relate to that chapter. These will then be incorporated into the story. Charlotte reported that of the 16 chapters they are now at chapter 8 and hope to be to chapter 16 within a year.

#### **Nominations to the Board of SASAF and Election of Officers**

In the absence of the chairman of the nominating committee, Alex Exarcos, Ed Nicholas identified the current board members whose terms expire in 2008: Stephen Brooks, Alexandre Byron-Exarcos, Gloria Holcomb, and George Reed. The board unanimously agreed to nominate these members for reelection to the board at Sunday's SASAF annual meeting. Ed's term as president that concludes today and the one-year extension for Janie & Ron Walters and Jean Stultz concludes today. This presented an issue to be dealt with by the Board. Ed Nicholas agreed to serve a three-month interim transition period with Steven Brooks continuing as Vice President. **The nominating committee has been charged with bringing to the Board by October 15, 2008 nominees for president and vice president.** It was suggested that the Walters and Jean Stultz be re-elected to a three-year officer term counting 2008 as one of the three. **Board voted to elect Janie & Ron Walters and Jean Stultz to another term ending in 2010.** With the extensive out of the country travel for Alexandre, George Reed has been asked to serve as temporary chair for the nominating committee.

The Board has decided when necessary to move to two meetings a year to facilitate accomplishing the work needed on behalf of the alumnae. A meeting has been scheduled for October 25, 2008 at the Stultz farm in Butler.

George Reed distributed the revised letter he prepared to send to each graduating class of Schutz School. A few additional suggestions were made. Effort will be made to obtain addresses of the 2008 graduates and those of a few previous years and the letter and membership form will be sent asking that they be returned to Ron Walters, Treasurer, who will maintain the free membership records.

Sam Farmerie will send to Janie Walters an article to include periodically in the newsletter asking folks to consider contributing their overseas artifacts to museums, one of which might be Westminster College.

There was an email from John Meloy telling of his recent visit with his parents George & Mary Lou. He included a newspaper article (date 1954) written about George Meloy being sent to Assiut College to teach English.

Mary Anna Bode sent greetings to the Board and wanted all to know she place a brick in the New Wilmington Mission Conference Memorial Brick Garden to honor mission kids.

It was suggested for future meetings they begin in the morning, break for lunch, and continue into the afternoon.

Motion was made and accepted for adjournment.

Jean Stultz, Secretary