

# **Schutz American Schools of Alexandria Foundation**

Annual Board of Director's Meeting

July 23, 2011 ~ Butler, PA

## **Board members present:**

Lavina Pattee  
John Meloy  
Bill Pollock

Jean Stultz  
Ed Pollock  
Gloria Holcomb

Amanda Johnson  
George Reed  
Ken Cooke

## **Regrets:**

Alexandrea Byron-Exarcos  
Ron Pollock  
Ed Nicholas

Marina Moraitis  
Anne Akers

## **Guests:**

Jane Meloy

Ron Walters

Ed Pollock, president, welcomed everyone and called the meeting to order at 1:14 PM.

Agendas were passed out for review.

## **Old Business**

Minutes from the last meeting (July 30, 2010) could not be located for review and approval. Official approval was tabled until a copy could be located.

There was a discussion regarding money to go towards the website development from the last meeting.

*\*A **motion** was made to set aside up to \$5000 for Ed Nicholas' use to develop the website. The motion was seconded.*

Discussion: Jane Meloy discussed the web needs that she had discussed with Ed Nicholas regarding posting information for the 2012 reunion. Another reason discussed for developing the website was an electronic newsletter. Concerns were brought up about keeping in low-key and Jean Stultz was concerned about time frame. Facebook was also brought up as a possible method of contacting members and reminding about dues.

*The motion passed unanimously.*

Action to be taken:

- ~research information on newsletters (methods for reaching members, etc.)
- ~Amanda L. Johnson will investigate setting up a new group in Facebook for SASAF so that more information can be shared, especially about the reunion.
- ~Amanda will also check with the various Schutz websites to ask for links to the SASAF Facebook group to be added.

### Grand Reunion Plans

Jane M reported on the 2012 reunion committee meeting.

1. Sorry to report that Ed Nicholas could not come, but he is working on the website.
2. Target dates: August site visit; September preliminary information out; January registration mailing out; March 1 early registration date; April 1 regular registration
3. Events: Try to have one large group event and several sub-era events; Friday, class of '70 will host a welcome picnic; Saturday, a wine and cheese event are being planned by Gloria Holcolm and Charlotte Weaver-Gelzer, an Egyptian dinner is being planned for Saturday and a slideshow is being put together by Gib McGill; Sunday will be kept lower-key with speakers and a Schutz author book signing table. (It was suggested Tina Shariff be contacted to help locate a caterer for the dinner.),
4. Attendees: Have used Ed Nicholas' database to send out blast emails (500+); a Facebook page has been set up to relay information; 54 already plan to attend. Please review the printed database available and mark the people you will contact.
5. Money needed: September mailing, ~\$300; Registration mailing, ~\$300; Era budget per person, up to \$50 (max ~\$800); Supplies \$500; Equipment \$500; Advance travel expenses \$500; Scholarship \$5000

*\*A **motion** was made to set aside \$7900 for the 2012 reunion's use. The motion was seconded.*

Details were discussed

*The motion passed unanimously.*

6. Jane Meloy read the list of people attending (54)

Ed Pollock thanked Jane for the work she has done for the reunion.

### Treasurer report

George Reed reported on the financial state of SASAF. Recent activity included payment of the incorporation fee and the \$2500 scholarship. If anyone would like an itemized report, please contact George. To help with membership dues, information will be added to the reunion mailings. Bill P will send online payment information to George. Ed Pollock suggested raising dues to \$20 (currently \$10).

*\*A **motion** was made to raise membership dues from \$10 to \$20. The motion was seconded and passed unanimously.*

#### Budget and Finance Committee

The money for next year's scholarship was discussed. George Reed stated he would look over the budget and determine the suggested amount. Once that has been determined, Ed Pollock will send out an email for electronic approval from the board.

#### Newsletter

Discussion will continue with Ed Pollock, Jean Stultz, Jane Meloy and Amanda Johnson. Ed will talk to Ed Nicholas about possible dates so information about the reunion can get out as soon as possible.

Ed read email from Ed Nicholas regarding website movement.

#### Scholarship Review Committee

Levina Pattee was unsure of the amount for this year and has not received notification from the school that the scholarship was received. George Reed stated that the check cleared so it was received. Levina felt the board could continue trusting Massimo's judgment on picking the scholarship recipients and is willing to continue communication with Massimo. It was discussed that George Reed should be included in any discussion regarding the scholarship.

*\*A **motion** was made to raise the scholarship to \$2500 if sufficient funds are available. The motion was seconded and passed unanimously.*

It was suggested that the annual dues letter should include a request for donations to the scholarship fund.

Levina requested information be gathered on the current situation at Schutz; board and leadership changes.

#### The George and Mary Lou Meloy Scholarship Plaque

Ken Cooke reported on the plaque. Steve Brooks had been researching information on getting the plaque made and maintained. Bill Pollock stated that he would contact Steve and relay the info to Ken for further discussion. Jean Stultz will research the list of scholarship recipients. Logistics of engraving locations were discussed.

#### Relationship with Schutz and Recent Graduates/Community Building

Ed Pollock opened a discussion regarding possible mentoring of recent graduates. Any possible interest group and/or ideas should be sent to Ed. The reunion is a

good venue for getting started. Levina Pattee discussed possible people to connect with for mentoring. Projects are needed to generate energy into the alumni.

### New Business

None discussed

### Elections

#### Nominating Committee Report

George Reed reported on open board positions. Tina Shariff has agreed to fill the open spot left by Ron Walters. Ken Cooke agreed to serve a second term on the board and to become vice president.

*\*A **motion** was made to adjourn the meeting at 2:35. The motion was seconded and passed unanimously.*

Minutes prepared by Amanda L. Johnson, secretary.

Reviewed by Edward Pollock, president

07/08/2012