

Schutz American Schools of Alexandria Foundation (SASAF)

Board Meeting Minutes Conference Call

April 12, 2014

Call to Order

Meeting was called to order by Paul Clark at 11:07 AM

Determination of Quorum – Amanda

Paul Clark
Amanda Johnson
Stephen Jamison
Mary Beth Neely
Lavina Pattee

A quorum of the Board was not present.

Adoption of the Meeting Agenda

* **Motion** made by Steve to approve, seconded by Lavina; approved

Approval of the Minutes of the November 17, 2013 Meeting of the Board of Directors

* **Motion** made by Mary Beth to approve, seconded by Steve; approved

Opening Remarks

Paul thanked the meeting attendees and promised to keep the meeting as short as possible. Said that the key issues were plans for the July 2014 meeting in Boston and discussion on building the SASAF website.

Communications and Community-Building Activities

a. Website progress and issues:

Paul said he is pleased with what Ed has done with the website. More to add, but good start. Important to keep the website filled with interesting things so that people will continue coming back. Suggested thinking in terms of categories, shown on different pages: Alumni news, Schutz school news and items, Schutz history including notes, photos, pieces by alumni. Said he talked with Nathan earlier in the week to request him to post news from Schutz, conditions in Egypt, etc. Forthcoming from Nathan.

Lavina commented on using the Schutz website and finding photos and stories. Amanda will contact Nathan about using the info.

b. Alumni data-base:

Need to continue sending out reminders about signing up on the website.

c. July 2014 Reunion in Massachusetts:

Steve discussed plans for summer. Tent rented. Place to eat Friday evening about 5 miles from the house Serves a Greek buffet but has a bigger menu. Back to house afterwards to visit. Fire pit, etc. Saturday morning breakfast, same place. Back to house for board meeting. Light lunch, sandwiches, etc. including vegetarian selection. Afternoon membership meeting and then evening dinner catered. Saturday afternoon activities, games, swimming, relax.

Paul suggested planning some group activities. Asked people to think of ideas to help cross groups. Volleyball? Slide show? Music?

Lavina suggested contacting other people that planned reunions to get game ideas. Ann, Jane, John Meloy, Sarah Meloy-Johnson. Steve will call one or more of the Meloy's to get ideas.

Paul shared ideas on ground transportation. Airport to hotel might be arranged if needed. Amanda stated that a request is on the registration form so we can get info.

Lavina asked about housing. The info will be in the registration packet.

Amanda will send out the packet through MailChimp, the website and on the Facebook pages.

The board thanked Steve and his wife to opening up their doors for the reunion.

d. July 2015 Grand Reunion:

Paul will get in touch with the Grand reunion committee asking for update to reported as soon as possible. A deposit needs to be made for the 4H Center space.

Other Business

a. Jean Stultz memory book:

Mary Beth and Paul have drafted a letter. People to contribute stories, photos, etc., and made into a book. Mary Beth needs to have contact info.

Letter should be sent to Amanda and she will send out MailChimp, minus Jean. Amanda will send Mary Beth the email she set up.

b. 90th Schutz School Anniversary:

Via Nathan, through Paul: 90th anniversary of Schutz celebration possibly later this year or more likely, May or June of 2015 to coincide with graduation. Nathan would love to have some from SASAF. Possible visitors Paul Clark, Lavina, Walters, Meloy. Financially can SASAF help? Lavina concerned about political safety. Would love seeing a group go. Might need to see what happens. Discussed other possible alumni to go for celebration. Paul and Lavina will talk off-line and make plans. Paul will forward information from Nathan regarding updates.

Finance and Budget Issues

a. 2014 budget status:

Outstanding balance of scholarship check, but Steve reports cashed on 7/20/13. Nathan reported that the school covered and needs to be repaid.

Balance is \$7632 (after 2013 scholarship payment). Some dues and scholarship money coming in.

b. Dues matters:

Postal mail to everyone to get dues possible? Paul will find out if there is a bulk mail permit.

c. Meloy Scholarship for 2014:

Do we want to keep the scholarship alive in 2014 and how much? Steve stated with the upcoming reunion expenses that we need to be careful about how much, if any, we contribute.

Paul reminded everyone that there will be money coming in and we should not let the amount of funds stop us from contributing towards the scholarship. \$1500 was contributed last year.

Paul stated he would be willing to write a letter to send out to people addressing the Meloy legacy scholarship.

* **Motion** made by Mary Beth to fund the scholarship with \$1500 for 2014 and notify Nathan and seconded by Lavina. Motion approved.

d. Other:

Paul continues to work on the organization's non-profit status.

Other Business

There will be four open board seats to fill at the July membership meeting.

- Ron Pollock
- Lavina Pattee
- Ann Akers
- Bill Pollock (expressed his interest in leaving the board)

Paul asked the board members to consider candidates and let him know.

Next Meeting of the Board

Next meeting will be at the reunion at Steve's house in July. Focus will be on 90th Schutz anniversary, 2015 grand reunion, improving the website content and returning to the theme of new ideas.

Adjournment

* **Motion** made by Steve to adjourn at 12:28 PM and seconded by Mary Beth. Motion approved.

Minutes prepared by Amanda Johnson, Secretary