

# **Cornell Club of Rochester**

## **Board of Directors Meeting Minutes**

May 13, 2013 at 7:00 pm

Action Items summarized at the end

**Attending:** Mason Argiropoulos, Chris Cassidy, Sharon Cassidy, Tom Helfrich, Athena Jamesson, Lin Stewart, Richard Stewart, Janice Wormington

Minutes were approved.

## **Old Business**

### **Liability insurance:**

Cornell is supposed to be resolving issues but only for officers. What about liability insurance for events? Cornell is backing off from \$3 million coverage. Now Cornell is asking if vendors want Cornell's certificate of liability insurance.

Action: Mindy Hillenbrand and Jim Mazza should talk to us at the Annual Meeting. Mason will send a note to Mindy detailing questions.

### **Treasurer's Report (Tom):**

No outstanding invoices from Tom

No income

\$200 for awards for essay contest winners

Question on dues payment

### **Scholarship Funding (Tom):**

No dividend declaration from Trustees yet for Scholarship Fund. Tom suggested there should be an investment committee to monitor dividend return.

Action: Mason to add to September meeting agenda an item to establish an investment agenda.

Mason suggested that we should find ways to solicit for the Scholarship Fund. Maybe we could use the balloting process. We should augment the Scholarship Committee to set goals for fund raising.

Action: Mason to reach out to Scholarship Committee chair to discuss scholarship activities.

Note – Tom plans to bill Cornell for the essay winners' awards.

A question came up as to whether parents are members. By our dues free model document they can opt in. Do we want to collect parent emails at the student send off?

### **Essay Contest (Sharon):**

We have a first-place winner, two second-place winners, and three third-place winners. Currently the school of last year's winner has been unable to find the plaque. [NOTE: As of May 17 the plaque has been found, picked up and taken in for engraving]. Next year two previous winners will be attending Cornell: one first-place and one second-place winner. In the fall of their sophomore year the first-place winner will receive \$900 from the club and the second-place winner will receive \$450.

### **Nominations and Voting (Mason and Janice):**

Voting will be done using Survey Monkey.

We will need a new Program Chair.

Perhaps John Bruns would be interested.

Richard and Lin Stewart will each take a seat on the Board (currently shared).

Sharon would also accept a position on the Board if required.

Action: Mason will talk to Bob Buhite about asking John to be Program Chair and notify Bob of the proposed Board candidates.

We decided that for the purpose of voting, active members should be defined as those who have attended at least one event in the past 12 months.

Action: Athena will try to determine the number of active members from Cornell's event database.

Action: Janice will set up the ballot for scholarship donations through PayPal.

### **New Business**

#### **Events:**

Cornell Cooperative Extension reception on May 16

Student Send-Off on August 7

Annual Meeting possible dates of June 20 or June 10, 11, 12 or 13. [NOTE: Date has been subsequently decided as June 20].

Action: Membership Chair (Lin) will keep a list of members who require snail mail notification of events and co-ordinate with the release of email notices to make sure these members receive snail mail.

Adjourned 8:30 pm

Well done team.

### **Action Items**

Action: Mindy and Jim should talk to us at the Annual Meeting. Mason will send a note to Mindy detailing questions.

Action: Mason to add to September meeting agenda to establish an investment agenda.

Action: Mason to reach out to Scholarship Committee chair to discuss scholarship activities.

Action: Mason will talk to Bob B. about asking John to be Program Chair and notify him of the proposed Board candidates.

Action: Athena will try to determine the number of active members from Cornell's event database.

Action: Janice will set up the ballot for scholarship donations through PayPal.

Action: Membership Chair (Lin) will keep a list of members who require snail mail notification of events and co-ordinate with the release of email notices to make sure these members receive snail mail.