Rocky Mountain Harvard University Club
Minutes of Steering Committee Meeting, 14 August 2013

Present: Fred Ris Tracey Smith
Srinidhi Reddy Eric Eversley
Junko Kim Vincent Oletu
Christina Gomez Phil Weintraub

Excused: John Griffin
Steve Kregstein

(Numbering below references the meeting agenda)

Fred called the meeting to order at 7:00 PM

2.) Consent Agenda
   - a) agenda and minutes adopted

3.) Financial Report for June and for FY 2012-13
   - Christina to take over for Fred
     o There is some issue with the software; will need to decide whether to purchase new version of software or lease software going forward
   - a) Motion to add Tracey as signature authority on all Club accounts: First Bank and US Bank (motion passed)

4.) Annual Meeting
   - a) Logistics
     o Fred has placed order with Brothers’ for 60 people (current RSVP count at 80), included gluten free options; Fred to follow-up on Friday
     o Kasey Wilson to oversee check in table in exchange for waived event fee
     o Mark H. to bring ice, beer, water, wine
     o Kristen (homeowner) to supply some drinks
     o Junko to find balloons to attach to the mailbox
     o Brothers’ to help clean up at the end; will provide tables and pick afterwards
     o Tracey to bring some tables as well
     o Tracey handling agenda for event
   - c) Trustees and Officers
     o Elected Officers
       ▪ President: Tracey
       ▪ Treasurer: Christina
       ▪ Secretary: Srinidhi (motion to nominate passed)
     o Non-elected Officers
       ▪ Webmaster: Vincent (motion passed; motion to add to Steering Committee also passed)
5.) Past Events
   - d) 2013 Graduate Reception
     o Almost 30 attendees in total with 4 new graduates
     o Mostly people new to the area (and to the club) though not necessary new grads
     o Need to make sure to include parking options for future events held downtown
   - e) Soup Kitchen
     o 21 volunteers (some people brought guests)
     o Event went well
     o Will try to schedule something regularly, but kitchen manager said it will be difficult
       since they never know when and how many people they will need
     o Side note: United Way is also looking for volunteers

6.) Events in Gestation
   - a) Welcome to Your City
     o Harvard clubs across the country planning events
     o To be planned for some time in September or October
     o Most likely to be located downtown
   - b) Jewish Genealogical Society of Colorado all day seminar
     o email circulated earlier
     o Harvard alum hosting and would like to advertise through the Club (offering discount for
       Harvard alums)
     o Decision: include event in newsletter
   - c) Member Appreciate
     o to be planned for late September / early October

7.) Status Updates
   - a) Donation Request from Denver School of Science and Technology
     o school wants college memorabilia to hang in the school to encourage students
     o school starts at grade 6 and will eventually reach 12th
     o they have two areas where they plan to hang donations: bulletin board in hallway and
       college center
     o Refer to Eric’s memo for more details
     o Decision: Eric to buy 2 flags from Coop to donate
   - d) Communications / Webmaster
     o Vincent to be new webmaster
     o Fred and Vincent went through website over the weekend

8.) Pending Issues
   - f) Stationary
     o Junko to circulate template for printed stationary for approval via email

Meeting adjourned at 8:28pm