

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