



ROCKY MOUNTAIN HARVARD UNIVERSITY CLUB

Steering Committee

Meeting Minutes

Wednesday, June 1, 2011

6:30 pm - 8:30 p.m.

Daniels Fund Building

In attendance:

Phil Weintraub - President

Jeff Lakey - Secretary

Molly Thelosen - Communications - Facebook

Diana Lawrence - Events Committee Chair

Douglas Dinsmoor - Webmaster

John Griffin - Schools & Scholarship Committee Chair

Babette Greenwell - Speaker Series Chair

1. May 4, 2011 Meeting Minutes

A. Approved unanimously on Diana motion and Douglas second.

2. Treasurer's Report - July 1, 2010 through April 2011

See attached file for spreadsheet of financial values.

Because our June meeting is on the 1st, I'm doing this report ahead of our money market interest deposit sometime today, which I estimate at \$3.41. Our checking balance is \$8,972.61 and our money market balance ahead of the interest remains \$20,103.74.

I'm still fiddling some with the report format; the attached file comes directly from QuickBooks without the manual processing steps I've used in the past. I am shamelessly stealing ideas from the way my condo association reports its finances.

In May we added two members, bringing our total to 219. Scholarship balance remains \$1,083 and summer balance remains \$525.

One additional datum, whose significance I'm still contemplating: I said in last month's meeting that when we switch to rolling membership, we should pro-rate dues received into the current and subsequent fiscal years depending on when they arrived. For example, an October 1 payment would be applied 75% to the current fiscal year and 25% to the year following. Had we applied this during the current year, we would have accrued about \$2900 to carry into FY12. This gets us into cash versus accrual accounting, and I'm not savvy enough to understand the full implications. (We've been strictly cash heretofore.) I'd welcome any opinions on this.

That said, I want to finish our fiscal year on the expense side on a cash basis. So if anybody has unsubmitted expenses, please get them to me before June 23 so that I can pay them before the end of the month.

Although I will not be at tomorrow's meeting, I can be reached during the meeting at 719-275-1904 if there are questions.

Discussion on Fred's point regarding whether or not to continue on a cash basis. The sentiment of the committee was that it has been working for years, why change it now?

Treasurer's report accepted unanimously.

3. Schools Committee

Phil welcomed John Griffin as the Schools and Scholarship committee chair. John reported on a matriculate's party on August 5, details to follow. Early admissions process at the college this year has implications for the committee's process and schedule. John is in contact with Admissions regarding the process. Early admissions tries to capture disadvantaged applicants. RMHUC will work through John to leverage this process locally, for example, with Native American communities.

Anna's advance report for the Schools & Scholarship Committee:

I wrote to Colorado's Admissions Officer, Jennifer Gandy, in Cambridge yesterday. Here's what I explained to her:

- RMHUC has had 5 Schools & Scholarship chairs and co-chairs over the past 5 years.
- We now have 340+ applicants, and 120+ interviewers.
- The increase in the number of applicants has necessitated a focus on getting interviews assigned and completed. This has short-changed our ability to train and nurture our corps of interviewers. Likewise, there are five events specifically for the S&S committee each year - fall interviewer meeting, early admit welcoming, ranking meeting, admit party, and matriculant pizza party. Last but not least, we could put a better effort into admitted student recruiting. If there were further projects that others wished to pursue: recruitment, Harvard Book Prize, etc., we will have more people in place to support those kinds of projects.
- We decided to create a sub-committee structure, so that the S&S Chair is not solely responsibly (as a volunteer) to create, coordinate, and manage all of the above.
- Thus, we are delighted to welcome John Griffin '91 and Peter Hanson '95 to work together as leaders on our S&S needs.

John will be the Schools Committee Chair, assigning interviews and working with Jenn in Cambridge. Peter will be working with the interviewers -- recruiting, training, coaching, evaluating. Olivia Lucas '98 will be helping both of them out with special projects. Perha (missing text...) Dan Carroll

'09 will be the events coordinator, which will involve invitations, locations, catering, and including recent grads.

I invited Jenn to come here in the fall to give a pep talk, presentation, etc. to the interviewers, as has happened in years past. I tried to make a solid case, since we have not had an Admissions visit for several years.

4. Events Committee

Molly and Babette are taking over as committee chairs, relieving Diana.

Global Night of Networking:

Planned for June 21 at Choppers. Diana will provide some structure to the event with a round of self introductions to help stimulate contact and targeting of meaningful connections. Molly has arranged a Boulder GNN event at the St. Julien Hotel & Spa in downtown Boulder. Diana is working on getting listed on the HAA web site for both events.

2011 Summer Picnic:

The picnic will be August 28 at the home of Mr. Ted Hallaby in Cherry Hills.

Monthly Speaker Series:

The frequency and regularity of events may vary with the variability of availability of those organizing the events. Babette will write a paragraph for the website. Fifteen speakers are lined up at this moment for future speaking.

Recognition Dinner:

There are perhaps 40 people who the committee would like to recognize. Diana and Jeff are working with a contact at the Spire for a possible recognition social event in later summer, perhaps September, depending on the availability of space at the Spire. Schools and scholarship committee participants will be recognized at a separate event.

Events Recruitment:

Include recruitment request in email blasts on a regular basis with a "Do Just One Thing" campaign.

Other Events:

Diana is coordinating on an All-Ivy event to climb Mt. Princeton, where our sponsorship means the use of the recently developed waiver forms prepared for this kind of activity.

5. Communications Committee

A. Facebook – Molly explained the advertising test operation she is working on with Facebook. The committee earlier approved up to \$50 to facilitate the testing.

- B. Twitter – Douglas reported we now have a Twitter placeholder account, although no immediate activity is planned.
- C. LinkedIn – Douglas reported we now have 81 members in our LinkedIn group.
- D. Alumni Magnet – is not progressing. Conversations between Douglas, Fred, and Chandra regarding schedule have been inconclusive. Douglas requested production schedule and it has not been received. New aim is for site to be up before beginning of the new academic year for attraction of new members. Douglas working on getting help from Jen Flynn in Cambridge, however Jen may be on an extended leave and not be readily available.

6. Mentoring Committee

Chris McCarty has landed a new job and will be handing off the mentoring project to the steering committee. Douglas will obtain Chris's electronic files.

7. Ongoing Review of Club's 2010-2011 Goals

CLIMB Update:

The official start of internships was May 31. Everything is apparently going well at this moment. There were two non-CLIMB interns who landed in Denver, both were self-funded and housed. They will come to social events for the CLIMB interns.

8. New Business

Succession of club officers - there is a history of low involvement in RMHUC. HAA guideline is 3 year maximum term for president. Fred has agreed to serve as president elect for 2011-2012, which is the equivalent of vice president, who can be ready to fill in for president during any absences. A slate of officers will be developed by Phil for use in voting at the annual meeting and barbecue planned for August 28.

9. Dinner Volunteers for Upcoming Steering Committee Meetings

- A. July - Jeff
- B. August - Babette
- C. September - Diana

10. Next regular Steering Committee Meeting: Wednesday, July 6, 2011, 6:30 - 8:30pm Daniels Fund Building.

7:13 AM
 05/31/11
 Cash Basis

RMHUC
Profit & Loss
 May 2011

	<u>May 11</u>	<u>Jul '10 - May 11</u>
Income		
Asset sale	0.00	10.00
Events 2010-11		
Event Expense	0.00	-3,396.13
Event Income	0.00	3,812.00
Total Events 2010-11	0.00	415.87
Interest Income	0.00	37.13
Member Dues	105.00	9,770.00
Total Income	<u>105.00</u>	<u>10,233.00</u>
Expense		
Alumni Leadership Conference	0.00	301.39
Bank fees	25.00	447.34
CLIMB Summer Program	0.00	275.53
Internet Services	0.00	177.50
Misc. Expense Reimburse	0.00	10.00
Office supplies	0.00	68.66
Publications, mailing		
Member/Recent Member	0.00	809.69
Non-Member- all pub/mailings	0.00	1,484.39
Total Publications, mailing	0.00	2,294.08
School Committee Expense		
Business Meetings	0.00	85.57
Cambridge Admissions Conference		
Donations	0.00	-385.00
Expenses	0.00	385.00
Total Cambridge Admissions Conference	0.00	0.00
Copies / Postage	0.00	79.61
Recruiting Events	0.00	172.93
Total School Committee Expense	0.00	338.11
Speaker Series		
Refreshments	71.62	71.62
Speaker mementos	73.45	73.45
Total Speaker Series	145.07	145.07
Steering Committee Expense		
Communications Committee	0.00	26.47
Regular business meetings	64.99	700.53
Special business meetings	0.00	248.46
Steering Committee Expense - Other	0.00	7.09
Total Steering Committee Expense	64.99	982.55
Total Expense	<u>235.06</u>	<u>5,040.23</u>
Net Income	<u><u>-130.06</u></u>	<u><u>5,192.77</u></u>