

**The Rocky Mountain Harvard University Club
Minutes of a Meeting of the Steering Committee**

April 14, 2021

A meeting of the Steering Committee (the “**Committee**”) of The Rocky Mountain Harvard University Club (“**RMHUC**”) was held via videoconference on Wednesday, April 14, 2021 at 6:30 p.m. MT.

Members Participating:

Bill Horton
Fred Ris
Stacey Lyne
Sunhee Juhon Hodges
Chris Miller
John Griffin
Christie DiNapoli
Charlotte Horton
Paul Chessin

Guests Attending:

Anna Jones (Nominating Committee)

Members Absent

Philip Koch

CALL TO ORDER

The meeting was called to order at 6:33 p.m. MT by Bill Horton. Mr. Horton announced that a quorum was present and that the meeting, having been duly convened, was ready to proceed with business.

COMMITTEE BUSINESS

- I. Approval of Agenda:** A copy of the agenda was circulated to the Committee in advance of the meeting. Upon motion duly made and seconded, the Committee approved the agenda.

- II. Approval of Minutes:** A motion was made to approve the minutes of the meeting of the Committee held on March 10, 2021, a copy of which was circulated to the Committee in advance of the meeting. Upon motion duly seconded, the Committee approved the minutes.

- III. Announcements:**
 - A. Mr. Horton welcomed Anna Jones to the meeting.

IV. Reports:

- A. Trustees (Horton): Mr. Horton distributed to the Committee a letter to be sent to Philip (Flip) Koch.
- B. Finance (Ris): Fred Ris provided a financial report for March 2021, a copy of which was circulated to the Committee in advance of the meeting. Mr. Ris discussed income and liabilities. The RMHUC is expected to end the year with a profit. Questions were asked and a discussion ensued. A motion was made to approve the financial reports from the third quarter of the fiscal year (January 2021, February 2021, and March 2021). Upon motion duly seconded, the financial reports were approved.
- C. Governance (Horton/Ris):
 - 1. Governance project update (Ris/Horton): Mr. Horton reported that he reached out to four former presidents of RMHUC as he pursues establishing a set of guidelines for the role.
 - 2. Colorado annual report: The RMHUC annual corporate filing with the Colorado Secretary of State was processed on March 15.
 - 3. Annual meeting: Mr. Horton reported that he and Sunhee Hodges met to discuss the next annual meeting. The Committee discussed potential dates for the annual meeting, while considering factors such as the end of the fiscal year, ability to recruit officers through the nominating committee, obtaining a master list of alumni in the area, and enticing alumni to attend the events. The annual meeting will be virtual this year, and there may still be a separate barbeque later in the summer. Mr. Horton proposed Wednesday June 23 as the date to offer to the nominating committee for their approval.
- D. Schools Committee (Ris, Hodges, Horton, Lyne): The schools committee reported that college admissions decisions had been announced. Mr. Ris presented statistics regarding overall numbers and demographics. Questions were asked and a discussion ensued. The committee discussed upcoming events for admitted and matriculating students. The schools committee plans to continue an ambassador program and is seeking to provide material in additional languages for parents.
- E. Nominating Committee (DiNapoli, Griffin, Hodges, Horton, Jones): The nominating committee provided internal guidelines of the nominating committee and a nomination form for trustees and officers, copies of which were circulated in advance of the meeting. Mr. Griffin summarized the nomination form. Ms. DiNapoli summarized the internal guidelines. Questions were asked and a discussion ensued. The guidelines and nomination form will be revised to incorporate comments from the Committee. Mr. Horton set a goal that Committee members provide two potential nominees by the next meeting. The nominating committee will

provide Mr. Horton with text to be included in the next newsletter in early May.

- F. Membership: Complimentary membership for qualifying interviewers will be discussed at the next meeting.

V. Marketing & Events:

A. Debrief immediate past events

- 1. Michael Brenner Speakers Bureau event: This event occurred virtually on March 31.

B. Upcoming events:

- 1. Fiske Planetarium Event: Mr. Miller reported that an announcement for this event will be sent out with the next newsletter.
- 2. Red Rocks concert: Mr. Miller reported that there has been interest in the tailgate event.

C. Proposed events:

- 1. Professional ballet dancer: An alum offered free virtual classes, which would also include a pitch for a business. Mr. Miller requested feedback within the next week whether the event is acceptable.
- 2. Annual meeting: The event may be planned for June.
- 3. Summer barbeque: This is a potential event if the club is able to offer in person events.
- 4. Women's networking event: Ms. DiNapoli described a potential event for women to network, and all members are welcome to attend. The Committee discussed dates. Mr. Miller agreed to discuss lessons learned from GNN.

VI. Old Business:

- A. There was no old business to discuss.

VII. New Business:

- A. Mr. Horton asked the Committee to review the letter to be sent to Mr. Koch.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:20 p.m. MT. The next meeting will be held on Wednesday, May 12 via video conference.