

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

August 12, 2020

A meeting of the Steering Committee (the “**Committee**”) of The Rocky Mountain Harvard University Club (“**RMHUC**”) was held via videoconference on Wednesday, August 12, 2020 at 6:30 p.m. MT.

Members Participating:

Bill Horton
JK Costello
Christie DiNapoli
Stacey Lyne
Charlotte Horton
Fred Ris
Sunhee Hodges
Paul Chessin
Chris Miller

Members Absent

Philip Koch
John Griffin
Janette Heung

CALL TO ORDER

The meeting was called to order at 6:30 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 Minutes: A motion was made to approve the minutes of the meeting of the Committee held on July 8, 2020, copies of which were circulated to the Committee in advance of the meeting. Upon motion duly seconded, the Committee approved the minutes.

II. Reports:

- A. Trustees: Mr. Horton summarized the minutes of the trustee meeting held on August 4th. Mr. Horton was elected as President. Fred Ris was elected as Treasurer. Stacey Lyne was elected as secretary. The trustees decided to establish a nominating committee, which will nominate roles such as president-elect. A Conflict of Interest form will be distributed to members of the Committee to sign.

- Mr. Ris and Sunhee Hodges agreed to collaborate to add Committee member profiles to the RMHUC website.
- B. Finance: Mr. Ris provided financial reports for July 2020, copies of which were circulated to the Committee in advance of the meeting.
 - C. Governance: Mr. Horton described the function of the governance report. The report will provide information on operating guidelines, RMHUC relationship to HAA, institutional memory, and roles, among other topics.
 - D. Schools Committee: The Schools committee reported that the admissions office has indicated that most or all interviews for the class of 2025 should be virtual. The Committee discussed connecting Harvard students in Colorado to possible internship or job opportunities. Mr. Ris and Mr. Horton agreed to meet to create a job description for a college student position within the club. Charlotte Horton will gather suggestions for supporting interviewers conducting online interviews for the first time.
 - E. Nominating Committee: Ms. Hodges will be gathering nominations for the nominating committee.

III. Events:

- A. Debrief immediate past events
 - a. Annual general meeting - July 14, 2020 (Costello): JK Costello reported on the meeting. Christie DiNapoli and Bill Horton were elected as trustees. The turnout was not high, but there was useful feedback from the attendees during the breakout sessions.
- B. Upcoming events: There are no upcoming events.
- C. Proposed events:
 - a. Faculty speakers (Miller, Hodges) - Ms. Hodges reported that the speakers bureau has distributed a list of faculty speakers. Ms. Hodges and Paul Chessin agreed to review the list and select potential speakers for future events.
 - b. Colorado symphony concerts at Red Rocks (Miller) - Chris Miller shared that the CSO was performing at Red Rock again, but tickets are limited. If ticket purchasing can be organized, Mr. Miller agreed to host a tailgate before the concert.

IV. Newsletter: The Committee will determine the frequency of newsletters at the next meeting.

V. Old Business:

- A. Alumni report to HAA: Mr. Costello reported on the alumni report that was submitted to the HAA and discussed lessons learned from filling out the report.

VI. New Business:

- A. Overseer Election – Mr. Horton made a motion to distribute by email to the RMHUC membership list, a letter from concerned alumni leaders in support of

the HAA slate of nominees for the Board of Overseers. The Committee agreed to vote upon the motion via email before August 15th.

B. Mr. Horton extended his personal thanks to Mr. Costello for his service as President of RMHUC.

VII. Decisions: Mr. Horton summarized decisions made during the meeting.

VIII. Action Items: Mr. Horton summarized action items from the meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:42 p.m. MT. The next meeting will be held on Wednesday, September 9 via video conference.