

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors (as approved on October 26, 2003)
September 21, 2003
Location: Florence Nightingale Health Center

The following directors were present and constituted the quorum: Julie Chan, Irving Gerber, Gerald P. Halpern, David Herszenhorn, Renata Kobetts Miller, Malcolm Largmann, Gia Malka, Norman Merino, Lani Muller, Tanya Odom, Charles Sigety, Craig Slutzkin, Venessa Tan.

Guest: Shirley Stergiou, THHS Parent-Teachers Association

Craig L. Slutzkin acted as secretary of the meeting.

- I. David Herszenhorn called the meeting to order at 10:16 AM and requested that all Board members and guests introduce themselves for the benefits of the new Board members.
- II. Gerald Halpern introduced a motion to dispense with the reading of the minutes of the May 4, 2003 Board of Directors meeting and the June 22, 2003 General Membership meeting and approve both minutes as reported. Mr. Herszenhorn seconded the motion, which passed unanimously.
- III. School Report. Thomas Cunningham was not present at the meeting. Mr. Herszenhorn reported the following:
 - a. High School Admissions. The results of the annual admissions process were 500 additional applications over the prior year's amount, and as a result, the incoming freshman class is over 300 students.
 - i. Dr. Malcolm Largmann questioned any changes in the admissions policy and noted that the Board as well as the school must be kept high on the Department of Education's radar screen. This led to a detailed discussion on the current and future admissions policy of the high school.
 - ii. Mr. Herszenhorn and Dr. Largmann both thought that it was important that the Board understand the position of Mr. Cunningham before deciding on a formal position.
 - iii. Charles Sigety introduced a motion that the President appoint a committee to solicit Mr. Cunningham's opinions on admissions policy and formulate a formal Alumni Association position on the matter. After a brief discussion, Gerald Halpern proposed a modification that the Executive Committee, with the help of Dr. Largmann, perform this function. Mr. Herszenhorn seconded the modified motion, which passed unanimously.
 - b. Fundraising. Mr. Sigety reported that Schools Chancellor Joel Klien will be speaking at the Harvard Club on October 16 about several items including fundraising, and that along with several other members of the Board and the high school, he will be attending.
- IV. Treasurer's Report. Craig Slutzkin presented the report of the treasurer from September 1, 2002 through August 31, 2003. He presented an overview of the financial performance and cash position of the Association.
 - a. Mr. Slutzkin presented the Board with the acknowledgement letters of the recipients of both June, 2003 graduation awards and 2003-2004 annual scholarship recipients. He noted that he had made a special effort this year to ensure that as many acknowledgement letters would be written.
 - b. Mr. Slutzkin reported that the Hebrew classes would continue to be taught for this year, and that Ted Peck continues to solicit contributions for the continued funding of the class.
 - c. Messrs. Herszenhorn and Slutzkin discussed with the Board that they were still trying to get an understanding of how many classes were being offered to seniors this year and how many advanced placement classes were being offered.
 - d. Mr. Halpern introduced a motion to accept the Treasurer's Report as given; Mr. Sigety seconded the motion, which passed unanimously.

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- V. Executive Committee Report. Mr. Herszenhorn had the following items to report:
- a. College Admissions. Joe Dubowski, President of the THHS Parent-Teachers Association, has proposed sponsoring a PTA Partnership Breakfast in the Spring which would allow an informal setting where alumni could mingle with current students. Lani Muller agreed to help coordinate this effort with the PTA and agreed to speak to Mr. Dubowski.
 - b. Staffperson. Efforts to hire an Association staffperson have still been unsuccessful. The latest candidate decided to reject the position only three days before her scheduled start date. There is one more potential candidate.
- VI. Communications Committee. Mr. Herszenhorn noted the following:
- a. The latest issue of *THAM* has still not been issued. Efforts to contact Eileen Gunn have been unsuccessful.
 - i. Irving Gerber again recommended that he re-assume the overall responsibility of *THAM*/the newsletter and work with Phyllis Duckoff. Mr. Halpern reiterated the Board's decision not to go that route.
 - ii. Julie Chan agreed to help finalize this latest issue if Ms. Gunn cannot.
 - b. The Board decided that it needs to communicate with Ms. Gunn that the production of *THAM* needs to be done in a timely manner, and if Ms. Gunn cannot dedicate the necessary time, reassign the overall coordination to someone else. Gia Malka agreed to look to see if there were others in the Alumni Association who have backgrounds in publication or editing who might be able to assume responsibility for *THAM*.
- VII. Finance and Gifts Distribution Committees. Mr. Slutzkin noted the following:
- a. Finance Committee – The finance committee had a conference call in August and agreed on the following recommendations to the Board:
 - i. Dues should remain at the current \$15/\$5 structure for the 2003 and 2004 dues cycles.
 - ii. Stipends should be reevaluated. Mr. Slutzkin noted that a more detailed discussion would be presented on stipends at the next meeting.
 - b. Gifts Distribution Committee – Mr. Slutzkin noted that the committee was reviewing requests for stipends for teacher continuing education classes and the stipend for the Hebrew teacher.
- VIII. Nominations Committee. Mr. Halpern presented the committee's recommended slate of officers for the 2003-2004 term:

Chairman	Gerald P. Halpern
President	David Herszenhorn
Vice Presidents	Julie Chan, Tanya Odom, Charles Sigety
Secretary and Treasurer	Craig L. Slutzkin
Executive Director	Irving Gerber

The slate was approved by the Board unanimously.

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- IX. *Townsend Harris Forever!* Report. Mr. Herszenhorn noted that Mr. Peck has been successful in obtaining funds for the Hebrew class and was also exploring funds for the Japanese classes taught at the high school.
- X. Organizational Structure. The Board discussed the Committee structure of the Board, and agreed on the following standing committees:
- Executive Committee: Herszeshorn (Chair), Halpern, Odom, Chan, Sigety, Slutzkin, Gerber, Friesner, Merino
- Gifts Distribution Committee: Slutzkin (Chair), Herszeshorn (Chair), Halpern, Odom, Chan, Sigety, Gerber
- Events Committee (including Reunions): Odom (Chair), Chan, Malka
- Finance Committee: Slutzkin (Chair), Graber, Merino, Sigety
- Communications Committee: To be determined.
- XI. New Business. The following items were discussed:
- a. Mr. Herszenhorn reiterated that a fundraising committee consisting of representatives from the alumni association, Parent-Teacher Association and high school faculty should be formed for the purpose of forming a comprehensive fundraising strategy and plan. He will again contact Mr. Cunningham.
 - b. Mr. Merino noted that the Florida chapter will be celebrating its 20th Anniversary at its January 2004 luncheon and invited all to attend. Mr. Herszenhorn noted that he agreed that the Alumni Association should fund Mr. Cunningham's attendance.
 - c. The Board discussed preliminary plans for the 20th Reunion of the reopening of the high school.
 - d. Mr. Slutzkin proposed several meeting dates for the coming year. The Board discussed several alternatives, none of which worked for a majority of the Board. Mr. Slutzkin agreed to conduct a survey as to preferred times and meeting places.

There being no other business, the Board adjourned at 12:30 P.M. Next meeting will be held on Sunday, October 26 at 10 AM.

Respectfully submitted,

Craig L. Slutzkin