

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors (as approved on December 6, 2011)
September 27, 2011
Location: Perlman & Perlman, LLP, New York, NY

The following directors were present and constituted a quorum: Kenneth Bonamo, Sydney Butts, Julie Chan, Thomas P. Cunningham, Susan Getting, Shari Gruber, Gerald P. Halpern, Selina Lee (by phone), Tanya Odom (by phone), Craig Slutzkin, and Karen Wu.

Guest: Naomi Horowitz, PTA (by phone)

Karen Wu acted as Secretary of the meeting.

- I. Craig Slutzkin called the meeting to order at 7:15pm and welcomed the directors. Mr. Slutzkin thanked Karen Wu for hosting the meeting at her office.
- II. **Approval of Board Meeting Minutes.**
 - a. Mr. Slutzkin asked the Board for any questions or comments regarding the June 7, 2011 board meeting minutes. Susan Getting moved to accept the June 7th minutes; Tom Cunningham seconded the motion. The Board unanimously approved the minutes.
- III. **Executive Committee Report.** The Executive Committee highlighted a few topics of interest to the Board.
 - a. THHS Video Documentary Project. By the end of 2011, the next dates for interviews will hopefully be set for the video project. The Executive Committee is continuing to oversee this project.
 - b. Website. The Executive Committee's written report, included in the board package, includes specific information about recent updates to the website, which include new photos and certain technical enhancements such as the ability to link between relatives that are alums.
 - c. School Retirements. Various long-time teachers and staff retired this year, including Assistant Principal Janet Solomon and Athletic Director/Dean Wanda Nix. A retirement party was held on June 27, 2011, and was attended by Tanya Odom and Craig Slutzkin.
 - d. Membership Dues. Craig provided overall statistics on dues payment among the various classes, and noted that dues can now be made directly through the website. This past year marked one of the best years in terms of the overall number of dues-paying members.
 - e. Membership Outreach/Fundraising Projects. Other ideas were discussed, including outreach projects that would help increase membership and general involvement by alumni in the association's activities. Ideas included offering dues-paying members discounts to attend our events, having more events in other cities, doing specific fundraising events, and creating incentives for paying dues, including providing more membership benefits. The importance of clearly identifying an objective for

Townsend Harris Alumni Association, Inc.

Minutes of the Meeting of the Board of Directors (as approved on December 6, 2011)

September 27, 2011 (continued)

Location: Perlman & Perlman, LLP, New York, NY

raising more funds was discussed. The board also discussed the need to better express our funding objectives for the year. To assist us in doing so, Principal Bonamo will provide the board with a list of the school's key funding needs for the year. The board also discussed funding preferences by alums. Faculty development was the #1 preference. The board also discussed how we could use grant opportunities, including the possibility of hiring a grant writer to assist the school in seeking and applying for appropriate grants. The board agreed to look into hiring someone to assist with grant opportunities.

- f. Florida chapter. The Executive Committee received an email from the Florida chapter expressing that they have funds and time, but not enough people. Various options for targeting our fundraising efforts were discussed, including holding another event there, sending Principal Bonamo to meet with alumni in Florida, and suggesting bequests as a way to support THAA. Tanya offered to check with Ruth Bell about the possibility of having another meeting in Florida at her house.

IV. **Events Committee Report**. Selina Lee reported on a number of different events that recently took place or that are coming up soon.

- a. Reunions. The 5/10 and 20 year reunions were well-attended, including many teachers. Although the 15 year reunion was not as well attended, some who did attend said they appreciated the smaller crowd since it was easier to talk to everyone. The 15 year reunion was not very well attended, having only about 20 people in attendance.
- b. Steven Torres ('89) tribute. The memorial service held on September 24, 2011 went very well, and was held in the school library. Tanya noted that Gia Malka and Michelle Carino put a lot of effort into coordinating this event.
- c. Annual meeting. The board discussed possible locations for holding the annual meeting. The general consensus was in favor of a Manhattan location in order to boost attendance. The board discussed that a possible tie-in with Ms. Nix's retirement could boost attendance. The idea of using clips from the alumni interviews as a trailer was also raised.
- d. Baseball event. Vincent Yuen organized a baseball event on August 6th for the Staten Island Yankees vs. the Brooklyn Cyclones at the Cyclones stadium in Coney Island. The event was well attended by about 30 people, including retired teacher Mr. Morales. Attendance was excellent, despite the fact that it was lightly raining during the game.

V. **Treasurer's Report**.

- a. Craig Slutzkin reported on changes in the organization's assets, amounts collected in membership dues, and recent expenditures.

Townsend Harris Alumni Association, Inc.

Minutes of the Meeting of the Board of Directors (as approved on December 6, 2011)

September 27, 2011 (continued)

Location: Perlman & Perlman, LLP, New York, NY

- b. Our investment management strategy will be discussed at the following board meeting.
- c. The board discussed raising the Principal's Discretionary Fund, which is used to cover snacks and beverages for school events for special school visitors, to cover parking fees to attend meetings, and similar miscellaneous items. A motion was made by Jerry Halpern to raise the Fund to \$2,500. Sidney Butts seconded the motion, and it was approved unanimously.

VI. **School Report.** Principal Bonamo reported on various recent events.

- a. Principal Bonamo reported that enrollment is up 3%, with 315 students in the freshman class. He also noted that the overall yield is up.
- b. The overall budget was cut by 2%. However, the High School College Bridge program is continuing with \$60,000 more than the past year.
- c. Principal Bonamo noted certain faculty changes, including Veronica York from LaGuardia High School, who replaced Janet Solomon as the Assistant Principal of Pupil Services.
- d. On November 9th, the school will have its annual Open House event. THAA will be soliciting for volunteers to come and give tours of the school.
- e. Principal Bonamo reported on his overall goals for the year, which include regular classroom observations, the provision of written and oral feedback to all faculty, continuation of the common core standards, emphasis on instructional technology, and professional plans.
- f. There was a discussion about the challenges of maintaining diversity in the student body.
- g. The board congratulated Principal Bonamo for receiving tenure.
- h. Principal Bonamo reported that Founder's Day this year is Thursday, November 10th.

VII. **PTA Report.**

- a. The board welcomed our new PTA representative, Naomi Horowitz. Naomi reported that Jennifer Medina is the new president of the PTA, noting that the former President Karen Kofflers' child has graduated. They had their first meeting on September 22nd, at which the assistant principals gave presentations. The PTA will be doing a phoneathon, and is signing up volunteers. Their next meeting will be on October 25th.

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors (as approved on December 6, 2011)
September 27, 2011 (continued)
Location: Perlman & Perlman, LLP, New York, NY

VIII. The board meeting was adjourned at 9:30pm.

Respectfully submitted,

Karen Wu