

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors (as approved on January 24, 2017)
November 30, 2016
Location: 7 Times Square, Suite 3502, New York, NY

The following directors were present and constituted a quorum: Jesse Ash (by phone), Jomaire Crawford, Karen Curzio, Ethan Felder (by phone), Benedict Fung, Shari Gruber (by phone), Malcolm Largmann, Selina Lee, Kimberly Lo, Gary Mellow, Debra Michlewitz, Michael Rosen, Nily Rozic, Craig L. Slutzkin, Lara Traum, Aquib Yacoob (by phone).

Also in attendance were David Zarowin, Rosemarie Jahoda and Bob Babstock

I. Co-President Craig Slutzkin called the meeting to order at 7:10 PM and welcomed the directors and other attendees. First time attendees were introduced. David Zarowin, Class of 2016, is attending NYU and previously designed the 30th anniversary logo. Current Humanities / English teacher Bob Babstock transferred to Townsend Harris HS in 2002.

II. **Approval of Board Meeting Minutes.** The Board reviewed the minutes of the October 5, 2016 meeting. A motion to accept the minutes was made by Kimberly Lo and seconded by Lara Traum. The motion to approve the minutes passed unanimously

III. **Nominating Committee Report.**

Our by-laws state that directors are elected at annual meeting which took place this year on November 19. Some of last year's directors have resigned from the board. Vincent Yuen the Events Committee Chair, who served for 15 years, now has a new job which makes it difficult for responsibilities that preclude attendance. Gerald P. Halpern, Class of 1942/1944, has asked to assume Emeritus status. We have new members: Michael Byc (Class of 2007), Aquib Yacoob (Class of 2011), and Karen Curzio (Class of 1988). This year's nominations for officers are:

Co-Presidents: Craig L. Slutzkin (Class of 1991) and Selina W. Lee (Class of 1998)
Vice Presidents: Kimberly Lo (Class of 2006) and Ethan Felder (Class of 2005)
Secretary: Debra Michlewitz, Retired Faculty
Treasurer: Craig L. Slutzkin

A motion to re-elect these officers was made by Lara Traum, was seconded by Karen Curzio, and was passed unanimously. Going forward, there may be a possible transition for the office of treasurer. Mr. Slutzkin will have served 20 years tenure as treasurer on April 1, 2017.

IV. **Old Business: By-Laws.**

- A. The approval of new by-laws was addressed at this point while we had the full complement of tonight's attendees.
- B. A draft of updated By-Laws was included with the Board Package. These were reviewed. A motion to adopt the new by-laws was made by Kimberly Lo, seconded by Lara Traum, and passed unanimously.

V. **Executive Committee Report.** Dr. Lee reported the following activities and led several discussions.

- A. Dues Report: Shari Gruber reported. Dues and contact information are intrinsically linked. Website issues interfere with collection of dues. Ben Fung has noted that it has been

Townsend Harris Alumni Association, Inc.

**Minutes of the Meeting of the Board of Directors (as approved on January 24, 2017)
November 30, 2016**

Location: 7 Times Square, Suite 3502, New York, NY

difficult to update addresses. Selina Lee reiterated that incorrect contact data is a constant problem. “Married names” generate problems. Several people have worked to manually update contact information. Ethan Felder has updated his graduating class, reconciling maiden and married names. Craig Slutzkin has worked on segments of the roster. He tried to use Facebook to contact people with incorrect data. He now has set the website so that someone can log onto the system without “being found” allowing the alum to create a new profile with updated contact information. Ben Fung did work on the class of 1996 while organizing the recent reunion. Payment for the reunion event included dues if dues had not been paid. There will be a new membership drive using both a “global” email and paper mail. See page 11 of the Board Package for a paid dues list by graduating class.

- B. If you want to be a mentor, contact Ethan Felder, the Mentoring Committee Chair.
- C. We continue to discuss contact information. The Alumni Association gets contact data from the school for each graduating class. The students’ school based email addresses are deleted at the end of the summer after June graduation. This new system replaced prior years’ protocol when students listed “commercial” outside email addresses. These outside emails often ended up abandoned and, therefore, useless for our purposes. Some students recently updated their contact information related to SING attendance. Michael Rosen talked about the school’s sign-in desk as a source of information. Principal Jahoda commented that we’d need a designated list where people knowingly volunteered information because a list might involve privacy issues.

VI. Principal’s School Report. Principal Jahoda reported.

- A. Principal Jahoda thanked the Alumni Association for its financial support of two professional development activities, one for the guidance counselors in the context of their college advisement responsibilities and one for science teachers.
- B. The principal reviewed some preliminary plans to expand the AP course offerings, listing the possibilities of Art History, Organic Chemistry, and Microbiology joining course offerings. Some questions were raised about the genesis of the list, the list’s dearth of humanities courses, and the option of including non-AP electives in future course offerings.
- C. Mr. Slutzkin suggested surveying the sophomores and/or juniors whom are currently in college as they may have the best ideas as to which courses benefited their college careers the most.
- D. Mr. Zarowin, a recent graduate, also provided suggestions for Principal Jahoda to consider. For instance, thinking about course offering consistencies through multiple years so that students can plan accordingly knowing which courses will be offered.
- E. Principal Jahoda reported that there were a couple of isolated incidents following the election. Students organized a town hall to discuss incidents and also took the initiative to write positive post-it notes which were then placed on lockers.

VII. PTA Report. PTA Liaison Michael Rosen presented.

- A. Mr. Rosen reported that there will be a Principal’s breakfast on Dec 7th.
- B. The PTA fundraising budget has a \$55,000 goal and was recently rebranded/renamed as the “PTA Annual Fund”.
- C. There was a first round of calls for their phon-a-thon and they went through their donor list

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors (as approved on January 24, 2017)
November 30, 2016
Location: 7 Times Square, Suite 3502, New York, NY

- D. As of the THAA board meeting, approximately \$16,240 has been raised.
- E. During the open house for prospective students, parents sold hot dogs and merchandise
- F. So far, the PTA' SAT review course has made \$1700, which means they are making a profit from it. There are plans/discussions to possible add an ACT review course.
- G. For the proposed future alumni club, Mr. Rosen believes Ms. Oberlander, who is also an alumna, would be a good advisor

VIII. Other Committee Reports.

- A. Events committee report was given by Dr. Lee, Benedict Fung, Lara Traum and Kimberly Lo. Dr. Lee reported that the Founders' Day ceremonies and lunch, per usual, was a touching event and would like to continue the lunch following future Founders' day (there was no lunch last year). In addition, the THHS open house for prospective students, which Ms. Curzio attended, was on November 7th. The annual meeting was held at the school's library and was scheduled to occur right before SING! In an attempt to attract younger alumni. Mrs. Traum reported that there were approximately 65 alumni crammed into the Bonnie Restaurant in Astoria. The event reinforced THHS connections and the 2006 alumni expressed interest in more events.
- B. The Young Alumni Committee report was jointly given by Kimberly Lo and Lara Traum. Ms. Lo discussed creating a video for fundraising. The group is planning to do more volunteer events, as well as reaching out to alumni in the Boston area. Ms. Lo shared that there could be write-ups in each newsletter that is released which highlights an alumnus/a.
- C. Both Mr. Slutzkin and Dr. Lee brought attention to the current committee structure and allocation of board members. It was suggested that with the new roster of directors, the allocation of board members be revisited. Mr. Slutzkin encouraged members to think about which committees they were most interested in.

IX. Treasurer's Report. Craig Slutzkin presented the financial report for the period ending October 31, 2016.

- A. Treasurer Slutzkin reviewed the report which appears on pages in the board packet.
- B. A motion to accept the report as reviewed was made by Shari Gruber and seconded by Ms. Lo. The motion passed unanimously.

X. New Business

- A. None.

Being no other business, the meeting was adjourned at 9:10pm.

Respectfully submitted,

Debra Michlewitz
Secretary