

MHSAA BOD Minutes of January 14th, 2018

Meeting was called to order by President Virgil Whitset @ 12:30 Pm.

Pres. Virgil Whitset asked for a volunteer for the prayer and the prayer was given by Jack Swofford.

Members present (see attached)

Paul Aurelio announced that a quorum was present

Michael Barnes made a motion to accept the minutes of the November 5th, 2017 meeting. The motion was seconded by Albert Leonzi. A vote was taken, and the minutes were approved by unanimous vote

Pres. Virgil Whitset asked for the agenda to be approved. The year of the meeting was changed to reflect the current year. Jeff Sypolt made a motion to accept the agenda. The motion was seconded by Mel Horn and it was approved by unanimous vote.

A meeting was held with Pres. Virgil Whitset VP Jeff Sypolt and Past Pres Loraine Romberger and MHS Alumni relations about working together in the future. They discussed having clubs as well as Chapters especially for those areas that don't have enough members to make chapters feasible. Clubs will not have to submit reports and financial records as required by the Chapters. They also discussed what the Board is responsible for and what the school is responsible for as far as events are concerned.

Pres. Virgil Whitset discussed the possibility of having a meeting on March 11th, 2018. A motion was made to approve the meeting for March and it was seconded by Mike Mulderig and passed by unanimous vote

For this new meeting Pres. Pete Gurt will be invited to give an update on the school and their plans for the future. The purpose of the meeting is to discuss the plans for Fellowship Weekend and possibly moving the Cancer Care events to later in the year.

Bill Corcoran asked what our responsibility is during events, as far as the Alumni assoc. is concerned. Pres. Virgil Whitset explained that we are responsible for the Alumni Dinner which we have to pay for and the school is responsible for Homecoming Weekend with MHSAA helping out as volunteers. A discussion was held on the conduct and dress code for the Homecoming banquet. There needs to be better control on behavior and the dress code. Albert Leonzi stated the we should let the school take care of any problems at the dinner. The dress code maybe changed to Business casual from Sunday Best. It was also discussed on how to handle these types on incidents. Pres. Virgil Whitset stated that he will be working on solutions to better deal with these types of situations.

Pres. Virgil Whitset nominated Francine Serafin 93 to be legal Counsel for the MHSAA BOD. Jeff Sypolt seconded the motion and a discussion was held on her qualities to be legal counsel for the board. The motion was passed by a unanimous vote.

Past President report: Lorraine Romberger.
See Attached

All Chapter Presidents should be advised that all reports need to be given to the BOD. They should all have a binder and all forms can be found on the MHS website. 2017

information needs to be into the BOD no later than the end of February All reports for board meetings must be submitted no later than 20 days prior to our BOD meeting.

Treasurer Report Mike Mulderig.
(see attached)

Fundraising Report Past Pres. Lorraine Romberger

In November Past Pres. Loraine met with Ralph Tomassi who does fundraising for a college to discuss what the BOD could be doing as far as fundraising. The bottom line is that we need more estate giving, more pledge giving, and sustaining donors.

Awards committee Pres. Virgil Whitset

Pres, Virgil Whitset brought up about streamlining the awards program. He asked the directors if we were giving out too many awards and, in some cases, not giving out enough. He will be having a discussion with Catherine about the awards and figuring out who pays for them and whether or not we are duplicating some of them. He talked about the new Phoenix award which is intended for a student that had trouble at school in the past and turned himself/herself around by the time he or she graduated.

By-Laws given by VP Jeff Sypolt because Francine was just installed.

Chapters need to send in their by-laws to be approved by the BOD.

As a reminder the by-laws were updated to allow directors to nominate someone for Honorary membership into MHSAA throughout the year, but nominations still need to be in by June 1st to be included in the brochures that will be going out for Homecoming weekend. Jeff Sypolt also emphasized that we need to go out and recruit new potential directors for the board. He stressed that we need talented people for certain positions and need to recruit them as soon as possible.

Vice Pres. Communications Report Past Pres. Lorraine Romberger

Lorraine stated that last year MHSAA and the AR Office were working towards a joint website with the school and that it couldn't happen because of legal issues and other factors. She stated that she still wants to update our website with Go Daddy, so we will own that domain name and it will be controlled by the BOD. That way no one individual has to be responsible for renewing or maintaining the MHSAA website. She will be getting ready for the President's reception and the dinner for fellowship weekend.

Committee Appointments
See Attached

Grandparents Committee
See Attached

Memorial Grove Report.

Pres. Virgil stated that this was his first year helping with the Memorial Grove service and what a wonderful experience it was. Lorraine stated that they received at least 5 letters from family members of deceased Alumni about how much they loved the service for their family member.

VP Jeff Sypolt spoke about outreach programs especially the Spartan Ambassadors and mentorship program and encouraged more Alumni to get involved with these programs and also encouraged people to get involved with career day during fellowship weekend.

Jack Swofford spoke on the ambassador program which gets involved with enrollment day and the go red reading program and they are always looking for more volunteers.

Cancer Care Report. John Foley

He discussed the law suit that was finally settled and how it affected the event this past year. He stated that we need to find new venues and new ideas for fundraising for the future of this program.

Terry Brubaker discussed the possibility of reaching out to Corporate America for donations. It was also brought up if we can do more for Alumni than just cancer care to see if there was a need for it but it would require a by-law change and also reinstating the helping hands fund.

A lengthy discussion was held on more fundraising ideas for the committee including doing a video to let alumni know about the ccc and what they are doing to help fellow alumni.

A motion was made to adjourn the meeting and Pres Virgil Whitsett asked if anyone wished to discuss the motion and hearing none he adjourned the meeting by unanimous consent.



MILTON HERSHEY SCHOOL ALUMNI ASSOCIATION

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BOARD OF DIRECTORS MEETING

Purcell Friendship Hall
Sunday, August 6, 2017
12:30 pm

For Board Members Only

Conference Call Number: 1-605-475-3235 Code 785099#

AGENDA

Call to Order 12:30 P.M.

Prayer –

Roll Call Proxy's: Quorum for Meeting

Approve Minutes of Prior Meetings (November 5, 2017)

Approve agenda for this meeting

REPORTS

- **President's Report**
 - Personnel Committee
- **Past President's Report**
- **Treasurer's (Finance and Fundraising) Report**
 - Finance Committee
 - Fundraising Committee
- **Vice Pres./Legal Counsel's (Governance) Report**
 - By-Laws/Parliamentarian Committee
 - Elections/Nominations Committee
 - Membership Committee
 - Awards Committee Communications Report
- **Vice Pres. for Communications' (Marketing, Media, and Records) Report**
 - Communications/Website Committee
- **Vice Pres.'s (Outreach) Report**
 - Programs/Events Committee (Homecoming & Fellowship Diner)
 - Grandparent Committee
 - Memorial Grove Committee
 - Mentors, Ambassadors, and other MHS Support
- **Cancer Care Committee Report**

CHAPTER REPORTS

- Harrisburg Chapter
- Homestead Chapter
- Philadelphia Chapter
- Washington Chapter
- Honorary Chapter



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UNFINISHED BUSINESS

- Fundraising plan from John Long
- MHSAA Clubs
- Restricted funds investment
- Committee Assignments
 - Programs/Events Committee Chair
- Phoenix Award
- Budget

NEW BUSINESS

2018 MHSAA Calendar and other important dates

January

- 6 Florida Alumni Dinner
- 10 Deaden House Lease agreement payment
- 12 Insurance Review with Jim Gould add ins for cooking at Purcell
- 14 MHSAA Board Meeting

February

- 7 Go RED (Read Every Day) Family Reading Night for Eje. Students
- 10 Philadelphia Alumni Gathering; MHS basketball game vs. Girard College

April

- 20-22 Alumni Fellowship Weekend
- 20 MHS Career Fair Senior Division Students
- 20 Alumni-Senior Fellowship Dinner
- 21 President's Reception
- 22 MHSAA Board Meeting

May

- 4 New York City Alumni Reception
- 16 MHSAA Golf Classic
- 19 Homestead Chapter Steak Fry

- 20 Alumni-Student Awards Brunch, (by invitation only)

- 20 MHSAA Board Meeting
- 25 PA Tax Exempt Form Filing

June

- 1 Honorary Members selections to printing.
- 1 Deadline to run for MHSAA Board of Directors
- 9 Senior Chapel, Ring Ceremony and Awards Program
- 10 Commencement
- 13 Alumni Service Award Nomination Deadline
- 24 MHSAA Board Meeting

August

- 12 MHSAA Board Meeting
- #### September
- 21-23 Homecoming 2018
 - 22 MHSAA Annual Business Meeting

November

- 4 MHSAA Board & Re-organizational Meeting

December

- 31 Deadline for Spartan Hall of Fame Nomination



MHSAA Board of Directors Meeting Sign-in Document
 BOD Meeting
 Date: Month, Day, 2018
 Dearden House Basement 12:30 pm

I HEREBY ACKNOWLEDGE AND CONFIRM MY ATTENDANCE AT AND PARTICIPATION IN THE MHSAA MEETING ON THE DATE NOTED ABOVE. I further acknowledge and confirm that my participation in this meeting will be in accordance with the MHSAA Bylaws and Roberts Rules of Order. I agree to participate in this meeting in a professional, courteous, respectful and cooperative manner with all other attendees. I further state that I have no knowledge of any direct or indirect undisclosed conflict of interest that prevents me from participating in this meeting.

EXECUTIVE COMMITTEE

	Signatures	Elect / Appt
Lorraine Romberger '83, Past President	<u>[Signature]</u>	X
Virgil Whitset '81, President	<u>[Signature]</u>	X
Jeff Sypolt '77, Vice President	<u>[Signature]</u>	X
<u>Ernie Seresio '82</u> , VP Legal Counsel	<u>On Phone</u>	X
Lorraine Romberger '83, VP, Communications	See Past Pres. Signature Above	X
Mike Mulderig '71, Treasurer/Homestead Rep	<u>[Signature]</u>	
Paul Aurelio '84, Secretary	<u>[Signature]</u>	X

DIRECTORS

Sean Johnson '86	<u>Proxy Given to Lorraine</u>	X
William Corcoran '69	<u>[Signature]</u>	X
Jack Swofford '73	<u>[Signature]</u>	X
John Whitehead '71	<u>[Signature]</u>	X
Terry Brubaker '66	<u>[Signature]</u>	X
John Long '83	<u>Proxy Given to Virgil</u>	X
Mike Barnes '85	<u>On Phone</u>	X
Deanna Olson '86	<u>On Phone</u>	X
Albert Leonzi '71	<u>On Phone</u>	X

CHAPTER REPRESENTATIVES

John H. Grab, /Honorary Chapter		
Bob Maloney '72, /Philadelphia Chapter	<u>On Phone</u>	X
Brian Russel '76, /HBG Chapter	<u>[Signature]</u>	X
Mel Horn '69 /DMV Chapter	<u>[Signature]</u>	X

Total # elected and appointed directors present. 89 / 105

Totals # Directors 12 / 17. Current Composition 12 / 17. Quorum = 50% directors present and 50% elected directors.

Guests: Joe Aurelio '84
John Foley '83

Continue listing guests on the back if necessary

Milton Hershey School Alumni Association

_____ Add Proposed Club Name Here _____

Club Charter

The Milton Hershey School Alumni Association (MHSAA), through this charter shall: recognize those eligible for Association membership residing in the _____ area and who have requested to assemble as a sanctioned social club of the MHSAA with the rights and privileges described herein as the MHSAA _____ Club.

Purpose.

The _____ Club shall assemble from time to time for the benefit of its members to promote the MHSAA mission statement, facilitate social activity, and comradery.

Affiliation.

The _____ Club shall be an official social club of the MHSAA.

Through this affiliation _____ is entitled to all rights and benefits conferred upon them by the MHSAA as an official social club including:

- Recognition by the MHSAA as an officially affiliated social club.
- Legal rights to use the name " _____ " and "MHSAA".
- Permission to use materials copyrighted by the MHSAA and/or provided by the MHSAA at _____ Club functions.
- The right to promote the MHSAA and other MHSAA social clubs at their functions.
- Entitlement to request funding from the MHSAA as proper need and resources avail.
- Advice and help in running the _____ Club.

The elected leader of the _____ Club shall present the MHSAA with a written report as appropriate (at least once each year) detailing the activities of the Club and describing how those activities supported the mission statement of the MHSAA.

The MHSAA Board of Directors shall have the authority to revoke affiliation with the _____ Club, at their discretion, should:

- The activities of the _____ Club leadership at any time violate the mission statement of the MHSAA or the statement of purpose of the _____ Club.
- The president of the _____ Club fail to submit a report at least annually explaining how the club's activities supported the mission statement of the MHSAA or the statement of purpose of the _____ Club.

- The annual review of the _____ Club concludes that the leadership of the club is not upholding or is not prepared to uphold the mission statement of the MHSAA or the statement of purpose of the _____ Club.

Should affiliation with the MHSAA be revoked by either party at any time, the _____ Club shall no longer have any of the rights and benefits conferred upon as an official social club of the MHSAA including:

- Recognition by the MHSAA as an officially affiliated social club.
- Legal rights to use the name " _____ " and "MHSAA" for their organization.
- Permission to use materials copyrighted and provided by the MHSAA at functions.
- The right to promote the MHSAA and other MHSAA social clubs.
- Entitlement to any funding from the MHSAA.
- Advice and help in running their organization.

Membership.

Any person eligible to join the MHSAA and in good standing, per the MHSAA By-Laws and having a residence in the designated region of the recognized club, interested may officially join the _____ Club, although any MHSAA member in good standing may attend meetings and events hosted by the organization.

Any member of the _____ Club may hold office and vote in elections for the club's leaders as such election may be required.

Only the leaders of the _____ Club shall be authorized to request, receive, and spend funds from the MHSAA.

The membership of the _____ club must remain at or above five (5) members at all time to retain active club status.

Meetings, events, and promotion of views.

The _____ shall meet no less than once per year.

The _____ shall host events as determined by its membership and at times and places they choose.

All events shall be conducted in the spirit of the MHSAA mission statement.

Club Leadership.

The organization shall have up to three (3) leaders a minimum of two (2) leaders is required.

Club Leader.

- Shall be the official spokesperson for the club regarding communications and request to and from the MHSAA.
- Shall publicly adhere to and abide by the statement of purpose of the organization.

- Shall present the MHSAA board of directors with a report at least annually detailing the activities of the _____ Club and describing how those activities supported the mission statement of the MHSAA.

The Director of Social Events/Treasurer.

- Shall assist the club leader in accomplishing the club's purpose.
- Shall keep record of the club's membership and be the primary officer who communicates with the club's membership as required to ensure members are informed of all scheduled events.
- Shall be the official spokesperson for the organization on issues related to social events.
- Shall publicly adhere to and abide by the statement of purpose of the organization.
- Shall act as the treasurer in the absence of an elected leader in the treasurer position.

Treasurer.

- Shall maintain a record of financial transaction. (Club reserve funds must remain low to avoid requirements for audit)
- Shall maintain a bank checking account in the club's name
- Shall work with the president and the director of social events to ensure costs are negotiated, funds are requested as required from MHSAA, and funds received are properly disbursed for the intended purposes. Any unused MHSAA funds ????

Note: Not really happy with this section. Need to determine how the MHS Alumni Relations Office assists chapters now to sponsor or support activities. I want to avoid adding clubs to the audit bucket.

Criteria for holding office.

All individuals holding office must be persons eligible for membership in the MHSAA and in good standing. Club officers will be elected by a majority vote of the members of the New-Con-New Club voting at an annual elections meeting.

The elections meeting shall take place prior to the MHSAA homecoming meeting each year.

In the case of a resignation of an officer from office, a special elections meeting may be held to fill the office until the next elections meeting.

All officers hold their position until the elections meeting.

There are no limitations on the number of terms of office an individual may hold.



Milton Hershey School Alumni Association

Treasurer's Report: Michael Mulderig

Meeting Date: 1/14/2018

Key Accomplishments:

- Account Review
- Signature stamp

Issues:

File 2016 Taxes – this cannot be completed until 2014 is amended.
 Filing complete The Bureau of Corporations and Charitable Organizations – waiting for review comments.

Items for Board Action

Account as of 1/28/2016

Account List ?			
▼ Deposit Accounts			
	Account Type	Balance ⓘ	Available ⓘ
MHSAA General Fund	Checking	\$155,499.38	\$154,719.38
Cancer Care Fund	Savings	\$77,753.24	\$77,753.24
Hammond_Stamp_MemGrove	Savings	\$102,655.67	\$102,655.67
Deposit Account Totals:		\$335,908.29	\$335,128.29

