

MARITIME COLLEGE **ALUMNI ASSOCIATION**



Maritime College Alumni Association

General Meeting Minutes – November 2021

Meeting Held on November 18, 2021 via Teleconference

Officers

Kevin Danko	President
Annemarie Bhola	1 st Vice President
Leo Imperial	2 nd Vice President
Michael Paturas	Secretary
Kevin Comerford	Treasurer

Board Members

Vic Corso	Rick McClain
Mike Trotta	Bridget Cooney

Past MCAA Presidents

John Valvo	Past President - 2020
-------------------	-----------------------

MCAA Staff

Jeanne Murphy	Executive Director
Matthew Bonveto	Magazine Editor

Chapter Presidents

Art Sulzer – Delaware Valley	Dennis Brennan – Southern California
Zen Zhao - Con Edison	

Maritime College

Doug Hasbrouck	Vice President of Development
-----------------------	-------------------------------

November 2021 Meeting Minutes

1805: Call to Order

- Approval of September Meeting Minutes
- Motion put forth - **Motion carried, all in favor.**

1810: Executive Director Introduction of Alumni Relations Associate Candidate --

- Executive Director Jeanne Murphy introduces final candidate to the Board for review and questioning.
 - This candidate is seeking the Alumni Relations Associate reporting directly to the Executive Director assisting in processing donations, updating the database, depositing checks, and sending acknowledgements letters, among other duties and responsibilities.
 - The candidate will be required to be full time on the Maritime College campus.
- The Board welcomed into the meeting the candidate and began a review and interview questions for the next 30 minutes.

1840: Board Meets to Discuss Interview of Final Candidate

- Following the interview, the board discusses the candidate for the position of Alumni Relations Associate
 - Based off the interview it is of the Board's opinion that the candidate is mostly suited for database proficiencies, not the entire scope of the job description, however, with the expectation to broaden the candidate to fulfill the full job description after some time in the role.
 - 90 day period of review of the candidate upon hiring

Motion - Offer full time position of Alumni Relations Associate to the candidate the salary of \$46,000

Motion Carried

1900: Reports of Chapter Presidents

- **Art Sulzer – Delaware Valley:**
 - 6 October - Stogies on the Battleship New Jersey Event was held
 - November- Vessels Owners Dinner
 - Events Upcoming:
 - Keel Laying – 10 December
 - Holiday Party –15 December
- **Zen Zhao - Con-Ed:**
 - No events due to COVID
 - Hiring from Maritime College is still occurring

- **Dennis Brennan – Southern California:**
 - Nothing to Report

1910: Review of Committee Progress:

- **Public Relations– Rick McClain:**
 - “*Where are they now*” posts continuing on social media platforms
 - Update on Applicants via MCAA Job Board:
 - 2 for Fiserv
 - 1 for Drawbridge
 - 1 for MPT
 - One (1) Alumni Spotlight in waiting
 - Looking for recommendations from Board
 - Sub-committee moving forward will look to create a post a “year-in-review” social media post to highlight the work and efforts of the Board in 2021
- **Publications – Matt Bonvento**
 - First layout preparations for Fall 2021- waiting on first draft to share with Board
 - Behind schedule for Fall 2021- Expectation is to still deliver on-time
- **Nominating – Mike Trotta:**
 - Held Virtual Nominations Meeting on Tuesday, 16 November.
 - Putting together ballot with old and new nominees
 - Final slate will be sent to the Board for review and approval
- **Events – Mike Trotta/Jeanne Murphy:**
 - Homecoming – Positive feedback received thus far
 - Annual Meeting had low attendance due to location on campus to comply with COVID protocols
 - “Swag Sale” went well – Spent \$4,200, brought in \$3,700
 - Keep focus on membership for future events
 - Highest raising Ancient Mariner event – Raised \$11,000 this year, up from \$7,000-\$8,000 in prior years
- **Finance/Treasurer's Report – Kevin Comerford:**
 - Budget:
 - October 31, 2021
 - Net income – (\$59,716)
 - \$1,120 increase in dues in the month of September
 - \$215 increase in the Underway Fund in the month of September
 - Funds:
 - January 1, 2021 - \$11,746,195
 - October 1, 2021 – 12,658,798
 - Withdrew approx. \$403,000 for scholarships this year. Funds up just over \$500,000 on the year.

- The second Paycheck Protection Program loan was forgiven on October 26th. We moved \$16,053 from the 'temporary liability' line on the budget to income.
 - The \$16,053 is shown as income on this month's budget (*and we still lost \$15,856 this month*).
- I updated the end of the year budget estimate. I anticipate we will lose approximately \$20,000 this year. This number assumes the following:
 - We bring in \$35,000 in Dues in December
 - We bring in \$12,000 in Jan Dinner payments
 - We have a nice end of the year Development take
 - We have \$7,500 in Ancient Mariner pledges still outstanding
 - We need to give Old Westbury \$10,000 for a deposit
 - Dues mailer cost \$5,000
- Finance Committee had our annual review with FTI on October 7th. Good review and gave us some talking points for the Annual Meeting at the Fort on Homecoming. A lot of market instability right now. They feel we are positioned well to ride through it.
- **Audit – John Valvo:**
 - Auditors Completed audit with a better than prior year results
 - Working on outstanding items, year after year
 - Going into an engagement with Buchbinder for Fiscal Year's '21,'22,'23
 - Had a kickoff meeting with the team with audit committee and admin staff
 - Current audit by auditors has been completed
 - Received final draft of auditors management letter late last week
 - Will turn over to Board to have visibility of findings

1950: Report from College – Doug Hasbrouck:

Doug asks the board on behalf of the Admiral, a few questions on what they are hearing in terms of the following subjects and provide feedback:

- Keel Laying
- Regimental Review
- Recent developments regarding sexual harassment claims at Kings Point and any allegations at Maritime College that have been reported on social media

2000: Unfinished Business – None major to note.

2005: New Business – None major to note.

2010: Motion to Adjourn November Meeting.

Motion carried.

Next Board Meeting: 16 December, 2021