

MARITIME COLLEGE ALUMNI ASSOCIATION



Maritime College Alumni Association

General Meeting Minutes – September 2021

Meeting Held on September 16, 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
Sam Reilly	Assistant Treasurer

Board Members

Carl Hausheer	Ted Mason
Phil Kantz	Rick McClain
Chris Nystrom	Vic Corso
Ryan Modruson	Mike Trotta
Bridget Cooney	

Past MCAA Presidents

John Valvo	Past President - 2020
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MCAA Staff

Jeanne Murphy	Executive Director
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Chapter Presidents

Art Sulzer – Delaware Valley	Jim Yahner – Long Island
Jamie McNamara – New Jersey	Marianne Sanderson – Carolinas
Matt Arnold– Florida	

Maritime College

Doug Hasbrouck	Vice President of Development
Jesus Fanilla	President - Student Government Association

September 2021 Meeting Minutes

1804: Call to Order

- Approval of Meeting Minutes – June 17, 2021
- Motion put forth - **Motion carried, all in favor.**

1806: Update from the President of the Student Government Association – Jesus Fanilla

- Working on developing stronger relationships with the MCAA and evolving SGA's infrastructure.
- Biggest emphasis is on growth, beginning new initiatives such as a guest speaker series and alumni mentorship events.
- Looking to develop a better community for students on campus and hosting events that encourage students to stay on campus over the weekends and take part in.
 - MCAA Events Committee will work with SGA on ideas for such events
- Build relationship with students earlier, and do so in partnership with the SGA

1820: Chapter Presidents Report

- **Carl Hausheer – Chapters Committee Chair:**
 - New Jersey – Looking into an October 5th event in Ocean Port
 - Nothing to report the NJ Chapter
- **Jeanne Murphy – Update on Potential New Chapter:**
 - Had a conversation with an alumni, Pat Broderick, in Upstate New York regarding the potential establishment of a chapter in the Great Lakes/Upstate NY region.
- **Jamie McNamara – New Jersey:**
 - Working with Carl on October 5th event for New Jersey.
- **Art Sulzer – Delaware Valley:**
 - Held event on September 10th, for the 10th annual Crab Fest Golf Outing – 14 alumni members attended.
 - Next event – *Cigars and Whiskey on the Battleship New Jersey* – October 2nd
- **Jim Yahner – Long Island:**
 - Held an event in Mount Sinai in July – 16 Alumni attended
 - Held a similar event earlier in the month of September – 8 Alumni attended
 - Next Event – September 29th – 28th anniversary of the Long Island Chapter, working locate venue
- **Matt Arnold – Florida Chapter:**
 - Having conversations with alumni in Northeast Florida regarding setting up a potential golf outing

1840: President & Executive Director Report(s):

Update on MCAA Office:

- Kevin:
 - Parlin, NJ has officially closed and the college address (6 Pennyfield) is now the official address of the MCAA.

- Jeanne:
 - Completed clean up and shredding of applicable documents at the Parlin, NJ office
 - Financial records are being kept offsite, at a temperature controlled storage space. These documents are based on IRS standards regarding what we need to maintain.
 - Stored away event supplies at the college.

Database Update:

- Kevin:
 - Survey Monkey sent out regarding the database merger
 - Approval of agreement has been finalized, Admiral and Kevin have both signed
 - Next steps: Consultant will assist in merging data between the College and the MCAA
 - Window for completion is 6-8 weeks
 - No start date has been established

- Jeanne:
 - Review of Raiser's Edge Dashboard – inputted with Alumni information
 - Mapping feature takes into account Alumni zip codes and presents a visual display of where they are in the U.S.
 - No longer will be paying for Raiser's Edge, the College will be paying for the interface.

Strategic Planning Committee Update:

- Kevin:
 - Dan Gillette '96 will be heading the committee and has begun to fill numerous roles:
 - Jim Tobin – President & CEO of Kings Point Alumni Association
 - Mike Driscoll '82 - PhD in Education (Higher Ed) with Investment Background
 - Jim Maloney '80 - Attorney, instrumental of MCAA By-Laws
 - Jeanne Murphy - Exec. Director of MCAA
 - Dan is looking for additional members, particularly alumni from the last 10 years, as well as female and diverse members.

- Jeanne:
 - Update on first strategic planning committee meeting:

- Rough structure established on how the process will go
- Interviews and surveys of constituent base will be integral in forming the strategic plan
 - Initial survey was just sent, 400 emails received
 - Maritime Faculty and Administration will be next in line to receive the survey
 - Will also be posted on Facebook for family members to take part and provide feedback.

Staffing Changes:

- Kevin:
 - Saira Yoo and Denise Tiernan are no longer employees of the MCAA and have completed their service with the MCAA.
 - Jeanne will continue as Exec. Director and the MCAA will seek a support person to Jeanne
 - Search Committee will be created, headed by Jeanne and made up by members of the Board

- Jeanne:
 - Seeking a “Alumni Relations Associate” position
 - Salary will be in the range of \$46,000 - \$48,000
 - Full time position on site (MCAA office on campus)
 - Not offering a Benefits package
 - The role will be assisting in database management, particularly with the Raiser’s Edge product, as well as:
 - Depositing Electronic Checks
 - Writing Donations
 - Reconciliation with Bookkeeper
 - Events Support
 - Fifteen (15) resumes received thus far
 - No final candidates yet
 - Looking at Temp options until position is filled

Motion to vote for approval of Alumni Relations Associate salary of \$46,000-\$48,000.

Motion Carried, all in favor.

Email Exchanges with Alumni:

- Kevin:
 - Met with Eileen & Jose Femenia regarding her concerns at her home, in person.
 - Goal is to find a way to move on through establishing a new way forward.
 - Eileen wants to better understand the delta of cadets who receive scholarships from the MCAA, but do not become MCAA members post-graduation.

Board Commitments:

- Kevin:
 - Reminder to the Board of the commitments of attending meetings as per the MCAA By-Laws
 - Will look for in-person meetings with the timing is appropriate (i.e. COVID concerns)

1920: Treasurers Report

Kevin Comerford:

- Budget a. August 31, 2021
 - Net income – (\$38,667)
 - \$5,000 increase in dues since the June meeting
 - \$3,500 increase in the Underway Fund since June meeting
 - Golf income \$91,059
 - Ancient Mariner money starting to come in
 - Payroll – we are at the budgeted number for the year (*and we have 4 months to go*).
 - Kevin estimates we will be over budget on payroll by approx. \$35,000
- Funds
 - January 1, 2021 - \$11,746,195
 - August 31 – \$12,677,283
 - A total of \$403,108 was withdrawn in 2021 for all the scholarships.
 - \$33,500 added to the fund in 2021.
- Additional Items:
 - Membership Drive is upcoming – typically strong revenue stream
 - PPP Loan - \$16,200 not included in budget, will be included in profit when loan gets forgiven
 - No awards dinner this year, typical profit is \$45,000 - \$50,000 which we expect to see next year
 - No longer paying rent to the Parlin, NJ office, cost save.
 - Setting up meeting with Finance Committee for October 7th

1935: College Report

Doug Hasbrouck provides the update on behalf of the Admiral

Main Updates:

- COVID continues to be a concern – all students within SUNY must be vaccinated or they will be dis-enrolled.
- Homecoming - Requiring vaccines for indoor events
 - Kings Point and Maine Maritime have cancelled their homecoming events.
- Empire State VI will leave the pier for the shipyard

- NSMV Update – The shipyard has requested that alumni not call the shipyard directly for information regarding the construction
 - Admiral will send our weekly updates
 - Keel laying will be scheduled for the first week of December
 - MARAD asked if any Alumni gatherings would be had during the Keel laying in Philadelphia
 - MCAA may be in a position to assist
 - Admirals Dinner scheduled for Tuesday, September 21st

1945: Committee Updates

Events Committee – Jeanne Murphy:

- Working closely with the College and meeting weekly regarding Homecoming
 - Assisting in multiple different events for various classes
- Alumni Association Annual Meeting at 11:30am on Homecoming Day
 - Looking into establishing technology to stream the meeting live (YouTube)
- Spirit Wear Sale:
 - Have been working with them over the last 2 weeks, supply chain issues has become a problem for apparel
 - Cannot guarantee items will be in stock should we establish an online store
 - Recommendation is to not move ahead with online store, but transition to in person

Motion to spend \$5,000 for purchasing apparel for homecoming.

Motion carried, all in favor.

- Ancient Mainer Golf Outing:
 - 80 golfers registered and \$19,000 in revenue thus far
 - Expect a large contingent of late sign ups

Audit Committee – John Valvo:

- Audit for 2020 is in progress; receiving repetitive questions from auditor
 - Supporting them as needed to any requests
- RFQ for new Audit Firm:
 - Per our Memorandum of Understanding with the College, every 3 years, the MCAA issues a proposal for new auditors and ultimately selects one (can be the same as prior)
 - Three (3) proposals have been received and the Audit Committee met and discussed.
 - The due diligence period brought out that the best choices would be the following:
 1. Buchbinder Tunick - \$16,000 per year (first 2 years), \$17,000 for the 3rd year

2. Condon O'Meara McGinty & Donnelly - \$19,200 first year, \$19,600 second year and \$20,000 for the 3rd year
3. Prager Metis- \$26,500 – all 3 years

Audit Committee makes a recommendation to the Board to utilize Buchbinder Tunick for the MCAA Auditing and Tax Services for the Fiscal Year(s) 2021, 2022 and 2023 in the amount of - \$16,000 per year (first 2 years), and \$17,000 for the 3rd year.

Motion to select Book Binder for the MCAA Auditing and Tax Services for the Fiscal Year(s) 2021, 2022 and 2023.

Motion carried, all in favor expect for one (1) abstain (John Valvo – Audit Chair)

PR Committee – Rick McClain:

- Continuing social media initiatives, particularly the “*Where are they now*” posts
 - Special post on 9/11 highlighting 2 alumni working as a police officer and fire fighter
- Assisting with MCAA Job Board
 - Will work to track how many hires come as a result of the MCAA Job Board
- Will work to highlight some of the advancements mentioned during tonight meeting (i.e. Raiser’s Edge Dashboard) on Social Media
 - Utilize target communications in areas in need

Magazine Committee – Ted Mason:

- Magazine is currently scheduled to be disseminated out on January 10th , 2022
 - Matt will reach out to editor to try and see if it can be moved up

Honors Committee –Ted Mason

- Working with Leo on pulling together honorary information for the magazine
- Will reach out to Honorees to touch base to ensure they are still aware of key dates and times, as well as information for the use in videos

2020: Unfinished Business – None major to note.

2025: New Business – None major to note.

2030: Motion to Adjourn September Meeting.

Motion carried.