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**Fort Schuyler Maritime Alumni Association, Inc.**

**Board Meeting Minutes for April 25, 2013**

meeting held at:

Fiduciary Trust International

600 5th Avenue, New York, New York 10022

Officers – Voting Members Present (Name, Class, Position):

Charles Munsch, ’73, President Daniel Gillette, ’97, 1st Vice President

Kevin Comerford, ’83, Treasurer Ted Mason, ’57, 2nd Vice President

Annmarie Bhola ’98, Assistant Treasurer Mike Trotta, ’99, Board Member

Earl Baim, ’80, Secretary Anthony DeSimone, ’06, Board Member

Greg Tuthill, ‘86, Board Member Matthew Devins ’97, Board Member

Dick Bracken, ’56, Past President Carl Hausheer, ’79, Board Member (by telephone)

Dan Lilly, ’98, Board Member James Maloney, ’80, Board Member

Chapter Presidents (by telephone):

John Knause , ’91, President, Baltimore Chapter

Alumni Director

Maggy Williams Giunco

Invited Guests

Michael P. Haeser, ‘98

Gerhardt Muller, ‘65

Joe Tartaglia, ’76 – President, High Caliber Solutions, Inc.

Bridget Bendo, ’96 – Editor, The Fort Schuyler Mariner

NOTE: All times shown below are given to the nearest five-minute interval.

1800 Meeting Called to Order. Quorum Present. The Minutes of the April 21, 2013 Board Meeting were accepted as written.

1805 Discussion of High Caliber IT Contract, Schedule, and Website Project Goals between Joe Tartaglia, Kevin Comerford, Charles Munsch, Annmarie Bhola, Greg Tuthill and Jim Maloney. The IT committee provided a hand-out with areas for review concerning the website. Kevin noted the IT project is behind schedule. Joe noted that he has Eileen Femenia assisting him in testing the database. Joe stated that he had done more work than the minimum required by the contract and this delayed his work: he also stated he wants to continue the project to completion and needs timely and clear direction from FSMAA in order to do so. Joe will send the IT committee a list of website wants from Domenet. The Board is to give its list of website wants to Joe as soon as possible.

1845 Discussion of ease of website editing and manipulation. Joe stated that website content and changes thereto can be typed in (plain) English. He also said changing the “look” of the website will be difficult, no matter who builds it.

Joe will give an updated timeline on Monday, April 29.

1910 IT discussion ended. It was agreed that, as per the By-Laws, Kerry Grubb, ’06 had forfeited his seat as a Board Member due to non-attendance at Board Meetings. *A motion was made to appoint Michael P. Haeser, ’98 to the Board in accordance with the By-Laws, to replace Kerry Grubb. Motion Carried.*

1915 Charles Munsch gave the report on 2013 SST Scholarships. There were 122 applicants. Of these, 109 were qualified. 105 will receive scholarships, including participation by the Faculty-Student Association. 104 scholarships will be from FSMAA. The sum of $1,255.45 was needed from the operating budget to bring the amount available for scholarships to the required total of $250,000.00. *A motion was made to contribute the amount of $2,500.00 from the operating fund to meet the minimum required balance to provide 104 scholarships; any surplus remaining of the $2,500.00 to be given as a partial scholarship to the next eligible applicant. Motion carried.*

1920 Kevin Comerford gave the Treasurer’s Report. FSMAA is in the black at this time. The spring dues mailing will be a post card, followed up by e-mail. There was a meeting with Jonathan Hatch of Fiduciary Trust to discuss reallocating the investment portfolio.

1925 John Knause discussed planned Baltimore Chapter activities. This to include participation in National Maritime Day commemorations on NS Savannah on May 18, 2013, and a group outing to an Oriels game in July.

1930 Earl Baim. US Navy Memorial Plaque. The date will be set to accommodate Washington, D.C. chapter. US Navy Memorial’s Invoice hand delivered to Maggy Williams Giunco for payment on behalf of FSMAA.

1930 Gerhard Muller introduced himself and his continuing education program. Currently his program has eleven marine transportation management/ logistics courses that are taught live in classrooms. A five day course costs $1,700.00; fifteen people are the minimum to attend a course. Classes are given in midtown at SUNY’s conference center there. He believes the biggest market for the classes is from overseas. An arrangement may possibly be worked out where FSMAA members can attend the courses at a discounted price. FSMAA would help market the courses. There was discussion of how to proceed forward, and what benefits might be offered FSMAA members. *A motion was made, to agree in principle for FSMAA to advertise the courses, for benefits to FSMAA to be determined. Motion carried.*

2000 Maggy Williams Giunco reported on the Golf Classic. The committee has weekly meetings. She called for volunteers from among the Board Members to assist at the event, which is to be held June 10. The maximum attendance goal is 288.

2012 Bridget Bendo reported on The Fort Schuyler Mariner. She feels that the “Lucky Bag” feature is most important. There was a discussion of the number of pages to be included in future issues. Maggy Williams Giunco noted that 20 pages takes 40 hours to arrange. Bridget distributed a budgetary spread sheet with various cost and publishing options.

2030 Discussion of Membership. Charles Munsch proposed that there be a Class Representative from each class to contact members to join. Committee Members and Board Members to propose and designate class representatives and contact them to enlist their support.

2040 Discussion of proposed contract with SUNY. Charles Munsch, Jim Maloney and others. Jim Maloney will draft a letter or brief outlining the progress reached by previous negotiations up to the point when SUNY broke them off.

2045 Discussion of Fiduciary Trust’s Fees. Ted Mason stated Fiduciary Trust proposes charging 1.25% on all assets and this should be lower. FSMAA to negotiate. FSMAA will sign with Fiduciary Trust, but, if necessary, shop for an alternative investment bank.

2055 Discussion of Audit by Kevin Comerford. A Policy and Procedure Manual is needed.

2055 Discussion of Business Plan and IT (presented at March, 2013 Board Meeting) by Greg Tuthill. The Business Plan and IT are linked. The website has to facilitate Marketing, Recruiting and Membership Management. There must be necessary manuals and documentation for the IT products. It was proposed that there be an assessment of the IT contract and work products in October, 2013. Jim Maloney to provide a copy of the IT contract to Greg Tuthill.

2120 Jim Maloney presented a written resolution for electronic voting by the Board of Directors. Discussion. *A motion was made to adopt the resolution as written. Motion Carried.*

2125 There being no further business, the meeting was adjourned. The next Board Meeting was scheduled for May 30, 2013

Respectfully submitted,

Earl J. Baim, Secretary

Cc: All Board Members