

ATAD Board - Minutes of Meeting

June 3, 2014

FINAL

Present: Dean Ekberg, Pedro Gomez-Pupo, Karen Grover, Sue Isgrigg, Leslie Knox, Peggy Lull, Elaine Morel, Barb Pellicano, Rosalba Pisaturo, Millie Poventud, Marina Sweany, Alicia Ward.

Call to order: The meeting was called to order at 7:25 PM by President, Peggy Lull.

Order of business: The order of business was reviewed and accepted without change.

Minutes of previous meeting: The minutes of the May 2014 meeting were approved without changes.

Treasurer's report: Dean Ekberg

Attached are the standard Budget vs. Actual and Balance Sheet reports. A budget proposal for our 2014-2015 Fiscal Year will be presented at today's meeting.

We now have an active PayPal account. This enables us to receive payments for donations and fees online with a credit or debit card. Board members are enthusiastically invited to go to atad.org and click on the "Donate" button as often as they like! Feel free to invite others as well.

For next year's budget, I propose to raise the AO fees in part because we have a 2.2% transaction fee on Paypal transactions. In order to accommodate the new Paypal fees, our budget will have to estimate the amounts in advance. I am proposing a slight raise in the IS fees of \$100 to \$1,100 beginning with applicants for the 2015-2016 year, and an increase in the AO fees of \$100 to \$3,200 beginning with the 2014-2015 year. It may be cheaper to use the paypal account to receive payments from students. We are exploring options for postage in the delivery of visa documents. Accounting increases yearly by \$100. Awards based on merit increased on account of the proposed increase to AO, same for need-based. QEF administrative fees is a quasi-endowment fund related to ASCF when we had an income stream from AO but as we had none this year, our budget was decreased as a result of this. We need to come up with a plan to encourage Americans to travel overseas. The AO budget reflects the increase starting July 1. The IS budget will see the same amounts because of the papers already distributed, but the increase will come into effect in 2015.

The account line 3044 represents the money that students pay for their NY trip. This year, we had an over-budget of \$1300. Next year's trip should have more realistic numbers before we inform students of the amounts they have to pay.

Our total fund balance is 145,000.

A motion to approve the proposed budget is passed.

Checks, money transfers and paypal amounts are accepted at ATAD.

Host Families: Karen Grover & Debra Allwell

Both students from Russia are placed: Alexandra Alexeyevna Bakanova will attend Fairport H.S. and will live with the Dowdy/Bell family. Luiza Salmanovna Gorbacheva will attend

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Brighton H.S. and will live with the Febo/Acosta family, pending receipt of School Acceptance form from School.

One student from Majorca, Spain is placed: Maria Pereiro Lopez from Majorca, Spain will attend York H.S. and will live with the Morgan family.

The second student from Majorca has been guaranteed a placement at Mendon High School by Karl Thielking (Principal.) Karl's interest was generated by our conversation. I am working with the IS representative at Mendon, the system that the Pittsford Schools Administration prefers. She has a family very interested in hosting Neus Vives Homar and Sharon and I will interview them on Sharon's return next week.

She also has a potential family for Angela Baumeister from Wurzburg, Germany. Per the family's request, I will ask Bob Wason to inquire as to whether Angela would be comfortable (on his return from Amsterdam on June 5.)

I am having trouble finding a school that will accept Elizabeth from Wurzburg because she is considered too young. The family in Geneseo, who hosted her brother several years ago, wanted to host her, but she preferred having her own experience at a new school.

Carito from Iquitos is coming for the year. We have placement for the school and a family, Chelsea Whitmore. All pending updated files sent from applicant candidate.

I would like to know how the people who are assigned as "contacts" to schools have fared on their attempts to get families in their schools. We should formalize the process. Chair persons should have a conversation with their kids and family.

Americans Overseas: Peggy Lull

No report. Sharon has talked to a woman who has a background in Marketing and who might be willing to act as a new Board Member for AOs.

State Department: Sue Isgrigg

Sending the paperwork to Russia by FedEx was very expensive. Tom Greiner has helped us by sending the papers to Spain from his work. We will continue to do this and evaluate this procedure in the fall.

We had news that our audit reports, instead of going to CSIET, should now be sent to the State Department. The process may be much easier. I wish to put forward a Motion to continue following the same practice about the current documentation for students and follow compliance audits sent to State Department. We would like to know what we can do to minimize our audit costs since we don't have to submit reports to CSIET. We should ask our financial advisors for a better time for the review of our documents and for a lower price. It is business as usual with the binders. The Motion is approved to continue to use of the CSIET template and to have an audit we submit to the State Dept with our annual report deadline of July 31.

Please note the date when a Board Member passed the training is the annual date of renewal.

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CSIET: Pedro Gomez-Pupo

This year we had very positive results from our yearly audit thanks to the hard work of all the program chairs. It is important to keep all the documentation in place and follow the organization guide provided by sections to continue having positive results. Thank you everyone.

Policies and Procedures Committee: Peggy Lull

No report.

Website development: George Morgan

No report. Barb has asked to access forms from the website.

Social Media: Michael Lauria

No report.

Outreach: Alicia Ward

No report.

Activities: Sharon Garofanello

Students attended the pre-departure and farewell picnic on June 1st at Barb Pellicano's house.

Board members received a tentative schedule of events for the 2014-2015 fiscal year. We are looking for input on the suggested dates of meetings for example, Easter is April 5th. We propose that the meeting be held on March 31st instead. The same applies to November, the 4th rather than the 11th.

Programs:

Krakow: Leah Stormo

No report.

Majorca: Sharon Garofanello

No report.

Caltanissetta: Rosalba Pisaturo

Ludovica spent the Spring recess in Florida with her host family and had a great time. She went to the Senior Prom and said that these kind of school activities, which are not practiced in Italy, make school in the US much more fun. Next week she will go camping for 5 days to the Adirondacks with the Senior class. She is getting ready for her final exams and looking forward to graduation. Her family is planning a party for her on June 21st. This past Sunday she attended the pre-departure orientation and the farewell picnic with her host family.

Gaia also spent the Spring break in Florida with her host family and two weeks ago, they all went to Boston to visit friends. She had a great time at the Gates Chili Senior Prom and is looking forward all the end of the year activities. She played her last soccer game in Buffalo with her team last Sunday and could not be at the Pre-Departure Orientation. A new date has been set for her and her host family for the Orientation on June 4th. Her host family is also giving her a graduation party on June 28th. Both girls will be leaving on June 30th.

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Bamako: Tonya Thompson

No report.

Wurzburg: Bob Wason

No report.

Arequipa: Tom Greiner

No report.

Iquitos: Barb Pellicano

No report.

Novgorod: Marina Sweany

Both girls are getting ready to go back, and are buying dresses for the proms. They are busy socially going to the parties. Both have good grades. They are returning with more things, so now they have to figure out how to pack their suitcases and how much they can take with them. Girls had a good time at the ATAD picnic. They enjoyed food, conversations and swimming.

Next year's students: one student, Luiza still needs approval from the school to start the paperwork for her visa. The other one, Alexandra has already received her paperwork for the visa. She and her host sister keep in touch by e-mail.

Rennes: Millie Poventud

Angélique and Patricia are still operating as our liaisons in Rennes. Although we did not have any students from France this year, the communication and partnership is strongly established and looking forward to potential candidates.

New Business

ATAD has an opportunity to collaborate with MCC regarding the exchange experience of international students. There is definite interest from the exchange students. Peggy will follow-up.

MCC is opening an Office of Global and International Studies. It is presently hiring a director to head this new department and Peggy is sitting in one of the sub-committees. The objective is to reach out to international students, host families, etc. who may be interested to come back in Rochester to study in the near future. MCC wishes to tap into the knowledge of organizations such as ours. The Board is invited to come for a tour and a presentation of the initiative at MCC.

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Board Education Topic – Summer & Fall Planning: Peggy Lull

There is interest in having another brainstorming session similar to the one we had 2 years ago. Sharon approached her boss who agreed to facilitate the meeting in the afternoon at the Brighton branch of Canandaigua National Bank. Peggy requests ideas for planning purposes.

There is also interest for a catered dinner at the Brighton Lodge at the end of August, which will be used as our first meeting of the 2014-15 fiscal year. Peggy will set up a doodle calendar to get everyone's vacancy towards the end of August.

Alicia announced that she will celebrate her 50th birthday on August 23rd in Hawaii. Dates requested from Board Members for first meeting of year in September.

The meeting was adjourned at 8:47PM on June 3, 2014

Respectfully submitted,
Elaine Morel, Secretary