December 14th Global Connections Executive Committee Meeting Minutes

Members in Attendance (quorum):
Voting members: Bob Persiko, Bruce Truitt, Melanie Miller Foster, Marco Damasceno, Deb Leo, Rita Graef, Anna Borisova de Valdez.
Call to order at 7:03 PM. November minutes were accepted as submitted.

Reports of officers:

President – Bob

Bob reported:

1. Bob has been actively involved in the State College school district's efforts to figure out ways in which they can be more supportive of immigrant families in the area.
2. We are considering the possibility of recruiting somebody (non-chair position) who could work with Shannon to help her out with some of the logistics and organization of the luncheons. Next is going to be a Saudi Arabia cultural luncheon. Bob asked if anybody had thoughts about somebody who might be helpful in this way and let him know.

Vice President - Kieran- absent

Treasurer – Bruce

Bruce reported:

1. $6,000 and we just paid the annual subscription to the QuickBooks = $ 678

Secretary – Anna

Anna reported:

1. She got access to publish information on the website, so soon the following will be posted: the Bylaws_edited_ 9 Nov 2022, Standing Rules Final_edited_9 Nov 2022, and all the minutes.
2. Information about changed Bylaws and Standing Rules will be included in the December or January newsletter.
3. Anna and Marco will present GC and its opportunities to the students of the English classes of Career Pathways in January.

Public relations, website, and social media - Marco

Marco reported:

1. Marco had a meeting with Deb, and they plan to post information about the GC women's reading groups with the goal of inviting new participants.

Penn State Global – Wenjie Fu – absent

Cultural luncheons Committee – Shannon Holiday – absent

Membership – Rita

Rita reported

1. 95 current members; of them, 24 are new or have renewed in the last 30 days. Still have pending renewals.
2. 239 contacts in WA from 250 possible (according to the selected plan).
3. The last email delivery on November 13th had a reasonable delivery rate = 205 emails went out, and 112 of those were opened.

Rita suggests:

- To use the whole WA database of contacts for the newsletter emails. Rita, Bruce, and Kieran will track and archive any emails that fail/bounce/opt out to adjust the status of contacts and perhaps to carve out additional "space" in WA.
- To remind members and lapsed members to renew their membership (via a link, or QR code on the letter, to WA renewal) and consider an additional donation to support GC.
- To describe some of the upcoming programming and benefits to renewing membership for 2023.
- To provide an option to update an individual's interest in future GC communications (i.e., opt-in or opt-out/unsubscribe).

Small Groups - Deb Leo –

Deb reported

- Deb and Marco prepared the post information about the GC women's reading group with the goal of inviting new participants.

Unfinished business

List or action items from November's meeting and action taken or still pending:

1. WA database (still pending) - await the results of membership renewals (after Feb 1, 2023) before taking action.
    - Defining and documenting criteria for both archiving and deleting contact records
    - Determining possible means for communicating with archived members (noting that archived members must be re-established as a contact for WA to act as a communications platform)
    - Determining if additional software support is needed.
2. Weis gift card will be used by the organization for the cultural luncheon; the purpose of one gift card of the restaurant is still not decided.

3. The financial review. The motion is to postpone conducting a financial review until the end of the next fiscal period. The payment for the work that the accountant already did is in the budget.
    - Motion: Melanie
    - Seconded: Deb
    - Discussions: none

    The Motion passes.

New Business

1. Support for 2 Humphreys to attend AAUW Feb. dinner - to support, it is already in the year's budget ($250 annual for sponsorships).
2. Press releases for future events – to make an addition to the Standing Rules specifying the general process for the development and release of press releases and related media materials: A person overseeing the event would draft the press release, send it to the President for view, comment, and ultimate approval, and then it is forwarded to the Public Relations officer for distribution.
    - Motion: Bruce
    - Seconded: Bob
    - Discussions: none
    - **The Motion passes**

4. Newsletter resource links – Bruce proposed to start working on updating information on the website and on considering publishing useful information/links to the sources for the members on the website and newsletters. The members present concurred.
5. Deb Leo is tasked to develop and maintain lists of members available to tutor in English and be interpreters - continuing and updating the file on the Global Connections Volunteer Opportunities website.
6. To consider creating an Onboarding process for officers.
7. International poetry evening – Anna and Bob – to start planning for the next year
8. Application to the Centre Foundation for a PACT grant – Decision not to apply this year and reconsider if/when we have a fundraising chair.

Kieran will be leading January's EC meeting

Meeting adjournment: 8:15

Prepared and submitted by Anna Borisova de Valdez 12/17/2022 with edits by Bob Persiko