

Minutes of the Harvard Club of Québec

Board of Directors Meeting

Held on 11 January 2017 in Montréal

PRESENT: Marc Novakoff (President), Han-ru Zhou (Executive Vice-President), Anna Piotrowska (Secretary), Marco Cianflone (Treasurer), Joseph Cianflone (Director PR via telephone), Alexandre Abecassis (director at large), André Picard (director at large), Cassy Wang (VP Communications)

OBSERVERS : Solange Blanchard, Matt Desruisseau

ABSENT: Marie-Pier St-Hilaire, Erinn Wattie, Louis Philippe Maurice, Morgan Carter.

AGENDA:

1. QUORUM (AKP)—Anna Piotrowska confirms quorum.
2. MINUTES PAST MEETINGS (AKP)—Minutes are approved.
3. REVIEW OF PAST ACTIVITIES—No events since the last board meeting.
4. FINANCE/TREASURY
   1. Treasury Review (MC)— $2,962.00 current balance.
   2. Club Status Committee Update (HRZ)—Thanks to the set up of the internet account on the registre des entreprises, annual renewals will be done online from now on.
5. BUILDING UP THE CLUB
   1. Active members: 236 => 241(AKP)
   2. Friends of Club list: Han Ru is the custodian of this list from now on and will clean up this list.
   3. Facebook Page Members: 137 => 140 (CW)
6. Communication (CW/JC/AKP/HRZ)
   1. Digital Strategy (JC)
      1. Website—Anna and Han Ru met and updated the website.
      2. The procedure for publicizing new events and sending newsletters is as follows: event organizers should send one page announcements to Marc who will approve them and transmit them to Joe, Anna, and Han Ru. A common format for website event announcements and newsletter will be developed, together with instructions on how to post them. Eventbrite, if applicable, should be handled by event organizers.
   2. Newsletter (CW)
      1. 3rd Edition input—no response from Cassey
7. Sponsorship + Advertising (Solange)
   * 1. Events Portable Banner (JC & MC)—under design. Solange will have the design ready in 10 days.
     2. Template letter & “Package” (JC/SB)**—**Solange still needs information for the sponsorship package. The steps in developing the package are as follow: 1) image and message; 2) decide on the design; 3) produce a generic sponsorship letter 4) customization for specific events (e.g. Morgan’s event). Drafts will be distributed to the directors; in early February; final presentation will take place at the next Board Meeting on March 21.
8. External Relations + Multi-Club Efforts (JC)--Lunch will be organized with the Oxford Club soon.
9. Community Service (MMC/AKP)
   * 1. Le Chainon (to be organized in mid- to late February)
10. 2017 FORTHCOMING EVENTS
    1. 11 January – GNN (MC)—next time to be organized at a different location
    2. 23 February - Social Entrepreneurship Event (MMC/LP)—to be moved by one month
       1. Sid Lee Location, 4-6 persons panel, multi-club event, HAA Speaker Bureau
    3. 4 or 5 April – Guy St-Jacques, Former Canadian Ambassador to China
       1. Lunch presentation on China and Geopolitics
    4. Speaker Series For Young Professionals (SSFYP) (Mitch Joel event)—wait until the next board meeting and if not confirmed, it will be taken off the agenda.
    5. Museum of Fine Arts Event with Hilliard Goldfarb (JC + Arts Committee)—targeting late April
    6. History of the Russian Consulate in Montreal Event (MN) => Spring
    7. MAC (Musee d’Art Contemporain), Alexandre Taillefer (AP) => Spring
    8. New City Vanguard Conference (MC)
    9. Annual Quebec City Club Dinner (MPS/BP?) => Date?
       1. La Citadelle de Québec - Le Cercle de la Garnison
       2. Invitation to US Consul
    10. Marc proposes informal luncheons on topics of interest for 12 people
    11. Cabane a sucre event (March)
11. Harvard Prize Book Program (MN)—this is the time to contact schools for this year’s graduation. Principals should be contacted. Picture of the award recipient should be featured in the newsletter.
    1. College Jean-De-Brebeuf - HRZ
    2. Marianopolis College – MM/AP
    3. Royal West High School – MMC
    4. St-Thomas - MC
    5. College Stanislas – MN
    6. Others
12. Next Board Meetings & AGM date
    1. March 21, 2017 in Marco’s office.
13. Others/Varia
    1. 2017
       1. Montreal - 375 Anniversary
       2. Canada – 150 Anniversary
       3. Expo 67 – 100 Anniversary
    2. Scholarship to honour Governor General David Johnson Lu Auerbach
    3. HAA Leadership Conference
       1. 9-10 February, 2017

18.06 Meeting adjourned.

Minutes prepared by Anna Piotrowska.

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| Marc Novakoff  President | Anna Piotrowska  Secretary |