 Montreal, March 21, 2017

Minutes of the Harvard Club of Québec

Board of Directors Meeting

Held on 21 March 2017 in Montréal

PRESENT: Marc Novakoff (President), Han-ru Zhou (Executive Vice-President), Anna Piotrowska (Secretary), Marco Cianflone (Treasurer), Joseph Cianflone (Director PR), Alexandre Abecassis (director at large), Erinn Wattie (director at large)

OBSERVERS : Solange Blanchard, Matt Desruisseau

ABSENT: Marie-Pier St-Hilaire, Louis Philippe Maurice, Morgan Carter, André Picard, Cassy Wang

AGENDA:

1. QUORUM (AKP)-*Quorum is confirmed*

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1. MINUTES PAST MEETINGS (AKP)-*Approved*
2. REVIEW OF PAST ACTIVITIES- *in the future, it will be specified if the events are held in English or French*
	1. 13 March – France Ambassador to Canada (Telus Sponsored)
	2. *Added item: Harvard Alumni Leadership Conference in February*
3. FINANCE/TREASURY-
	1. Treasury Review (MC) –*the current balance doesn’t include the profit from the French ambassador event*
	2. Club Status Committee Update (HRZ)—*the June AGM of the Club will be the first one since the incorporation. HRZ will take action in preparation for this meeting.*
4. BUILDING UP THE CLUB
	1. Active members: 241 => 246 (AKP) – *HRZ will reconcile this number with 2016 number of 257.*
	2. Friends of Club list: 128 (HRZ) – *HRZ crosschecked the lists and reconciled them.*
	3. Facebook Page Members: 140 => 141 (CW)
5. PROCEDURE FOR ADDING NEW MEMBERS AND FRIENDS + CONSOLIDATED CONTACT LISTS (HRZ) – *HRZ describes the new procedure. It is suggested to download the Magnet alumni contacts before every meeting and check the opt-in option.*
6. 2017 FORTHCOMING EVENTS
	1. 3 April – Guy St-Jacques, Former Canadian Ambassador to China
		1. Lunch presentation on China and Geopolitics – *Solange took the lead on sponsorship and it will be the first use of HCQ sponsorship package.*
	2. 8 April – Le Chainon 9:30am-3:30pm (AKP) – *more participants needed*
	3. XX April – Sugar Shack (MC) – *Target date: Sunday, April 23; Marco will make appropriate arrangements*
	4. XX May - Social Entrepreneurship Event (MMC/LP)
		1. Sid Lee Location, 4-6 persons panel, multi-club event, HAA Speaker Bureau—*Marc will follow up*
	5. May-June-Cleaning Mt Royal (AKP)—*it will be done in May*
	6. Speaker Series For Young Professionals (SSFYP) with Mitch Joel from Twist Image (AP)—*Marc will follow up*
	7. Museum of Fine Arts Event with Hilliard Goldfarb (JC + Arts Committee) – *1) guided tour of the Chagall exhibit followed by drinks at a nearby bar. Target date: May. 2) Potential event of Grands Ballets. Target date: Fall. 3) Potential event with the director of the Orchestre Metropolitain (HRZ).*
	8. US Consul Residence Event –*Joe will follow up.*
	9. History of the Russian Consulate in Montreal Event (MN) => Spring – *no updates*
	10. MAC (Musee d’Art Contemporain), Alexandre Taillefer (AP) => Spring – *no updates.*
	11. New City Vanguard Conference (MC) – *no updates*
	12. Quebec City Events (HRZ) – *HRZ will get in touch with Ben Poirier to organize the annual dinner for the fall.*
		1. La Citadelle de Québec - Le Cercle de la Garnison
		2. Invitation to US Consul

*Suggestions for new events: apple picking (AKP); Italian consul around the free trade agreement; sponsored series of speakers*

*Added item: College admissions and meeting with Prof. Paul Lasko, regional chairperson for Quebec. Anna will meet with Paul Lasko next week.*

1. Communication/Advertising (HRZ/AKP/CW)
	1. Digital Strategy (HRZ & AKP)
		1. Website
	2. Newsletter (CW)
		1. 3rd Edition input
	3. Communication Templates (SB)—*logo, Harvard Club presenting, theme, narrative, sponsor information, standard disclosure*
2. Sponsorship (SB)-*the sponsorship package will be finished within a week. The banner is presented at the meeting. All sponsor matters should be directed to Solange. Nobody can sign an agreement without a review by HRZ and SB. The President will sign all agreements. Bringing in a sponsor might require a Board vote. It was noted that the mission of the Club will not be negatively affected by the sponsorship efforts.*
	1. Tools
		1. Template letter & “Package” (SB)
		2. Events Portable Banner (JC & MC)
3. External Relations (JC)
	1. Multi Club events
		1. Regular luncheons update
		2. Events--Garden Party in the summer
		3. Book Club (SB)
	2. Public relations (JC)
		1. Media coverage
	3. Community service engagements—*concerns about low participation of the Chainon event*
4. Harvard Prize Book Program (MN)
	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
5. Nominating committee: MN, AKP, HRZ
	1. *Retiring directors: Erinn Wattie, Cassy Wang, Marie-Pierre, LP Maurice*
	2. New potential Officers
	3. New potential Directors (SB & MD) – *Solange, Matt, Derek, Ben Poirier*
6. Next Board Meetings & AGM date
	1. GNN New Location (MC)-*no Board meetings between now and the GNN*
7. Others/Varia
	1. 2017
		1. Montreal - 375 Anniversary
		2. Canada – 150 Anniversary
		3. Expo 67 – 50 Anniversary

*Meeting adjourned at 8 pm.*

Minutes prepared by Anna Piotrowska.

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|  Marc NovakoffPresident |  Anna PiotrowskaSecretary |

MN/HRZ/AKP