

**Alpha Psi Education, Scholarship & Leadership Foundation
Video Conference Meeting of the Board of Directors**

Sunday, January 12, 2025

8am – 9am Pacific Time

Join Zoom Meeting

Meeting ID: 853 7861 4883 Passcode: 027823

<https://us06web.zoom.us/j/85378614883?pwd=wC3YTliAbSbhlWSHDVHxlpqZe3i2UH.1>

Please call in a few minutes before 8am.

Draft Minutes

Directors on the call: Logan Brodnansky, Taylor Chan, Michael Clauser, Matthew D’Anis, Jennifer Ito, Michelle Ito, Ed Larimer, Khoa Luong, Vincent Lu, Garret Soares, and Kristen Ward

Liaisons to the board: Duane Isetti (liaison to CFOSJ), Jenny Nguyen (WAL- liaison to chapter), Ralph Saryoan (past CFO), Larry Gorham (past CFO), and Jack Schlegel (past CEO).

1. Call to order (Ward) 8:03am

A. Establishment of a quorum. (Ward)

B. Opening remarks:

Welcome to the first Board Meeting of 2025! I’m very excited for all of us to collaborate this year as we transition to a newer team. I also want to welcome our newest Director-Elect, Matthew D’Anis. He will receive his Orientation after the Board meeting today.

- Ward: We have a diverse board this year and we’re going to be able to accomplish a lot. We have 3 founding board members on the meeting today - thank you for your hard work over the years. Welcome newest director elect Matthew D’Anis.
- D’anis: Introduced himself, prefers to be called Matthew. Currently lives in Mendocino after graduating in 2014. Excited to be a part of the board to be able to give back and participate.
- Schlegel: We’re unique in pharmacy as we have a foundation, where we are today is magnificent. Proud of our board and how we’ve kept a fiscal responsibility. One of the proudest things he’s been a part of his entire career.
- Saroyan: Second what Jack said - Alpha Psi is unique as we have a foundation to help provide financial support, are one of two chapters that own a house, and continue to rank in the top 5 chapters in the nation. The chapter has the right “why” for their purpose - to develop brotherhood rather than just focus on ranking. Requests to have more video cameras turned on during the meetings.
- Larimer: Proud to take a concept/idea in 2008 and bring it to where it’s at now. Those board members over the years have helped us to get where we’re at now.

Proud Kristen is taking over and leading us into a new era, sees a bright future.
Looking forward to new members continuing to join.

2. Formal approval of email vote to approve Matthew D'Anis as a Foundation Director.

Board action requested: Motion by _____ M. Ito _____, second by _Chan_____ to ratify the email vote appointing Matthew D'Anis to a Foundation Director role.

3. Approval of minutes of the December 8, 2024 Zoom video conference Board Meeting.
(Brodnansky – [LINK HERE](#))

Board action requested: Motion by _Brodnansky_____, second by _____ Lu _____ to approve the minutes of the December 8, 2024 Zoom video conference Board Meeting.

4. Financial Report (Clouser)

- There has been no update since our last meeting on 12/8/24. The final year-end reports and CFSOJ report will be submitted at our Annual Board meeting on 2/8/25 with a full discussion.
- Still waiting for 4th quarter statement to prepare financials for the February meeting. Taking time to get organized as Mike is newly stepping into the CFO role.
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- Was able to get the credit card and signature cards done at the bank. Ralph was using a photo deposit from the Bank of Stockton to deposit checks, but will now be able to streamline the process and have donations deposited sooner.
 - Ralph normally picks up checks from the post office, mails them to Larry, who will then provide them to the accountant to get them to the bank. Now the money will go directly to the bank which will be a quicker deposit and access to the money.
 - Special thanks to ralph for the additional financial support in addition to Larry for the transition in position

9/30 (end of 3r quarter \$103700

Deposited \$90,000 into account (of \$100,000) since donations are down in the past few months held some back for daily operations

16,191 checking

Not knowing about investment for the Is \$1,227,000 total

5. Selection of Schlegel Endowed Leadership Scholarship (M. Ito)

Established in 2010, this scholarship is “presented annually to a pharmacy student recognized for the potential of exceptional leadership in the profession after graduation through exemplary behaviors and actions as a student and professional in training.”

This year will be the 1st year as a \$4000 scholarship due to Jack's additional donation last year at the annual meeting.

Focus: Must demonstrate the potential for exceptional leadership in the profession after graduation.

Criteria:

Must be an Alpha Psi full time student in good academic standing and currently in his/her final professional year of study.

- a. Must demonstrate financial need.
- b. Must have respect for his or her peers.

Each candidate application contains 3 letters of recommendation, a personal statement, a personal CV, and the foundation personal data form. The Board selects the winner from up to three candidates selected by the Awards Committee. As a reminder, please **keep all information and voting results confidential** as the award will be given out at the Candidate Program/Awards on February 8th. Do not hesitate to reach out before the meeting if you have any questions.

Candidate 1: Adesuwa Aigbuza

Candidate 2: Benjamin Dang

Candidate 3: Celeste Medina

Link to candidate applications:

<https://drive.google.com/drive/folders/1WvUbjmbPKqFgYgkztgUecaG8EsQzQ9MI?usp=sharing>

Board action requested: Motion by _Soares____, second by _M.Ito____ to select ___Adesuwa Aigbuza___ to receive the 2025 John F. "Jack" Schlegel Leadership Endowed Scholarship.

- Fantastic candidates for the scholarship this year which made it a difficult decision as they are all deserving. They would also be great potential candidates for the Helen Rowland Scholarship. The selection committee at the school of pharmacy would like 3 applications. There may be more weight if the foundation provides the applications from the candidates who were not selected to the school. May need to change the wording on the application though as the scholarship name will be different. Ed will talk to Susan at the school of pharmacy regarding criteria to see if scholarship candidates need to resubmit themselves and update the applications.
- Need to encourage these candidates to get involved with the foundation after graduation.
- Jack will be at the Candidates dinner to present the John F. "Jack" Schlegel Leadership Endowed Scholarship

- We are in the process of getting information for the additional awards to be presented at the Candidates dinner.

6. Committee Charges

See below for 2025 Committee Charges.

Link:

<https://docs.google.com/document/d/1oCkHvcbZ3D39ZRqJ311J34YpC3UyydTn/edit?usp=sharing&oid=115810141361712802089&rtpof=true&sd=true>

A. For Governance Functions of the Foundation

- Executive Committee: Kristen Ward (President/CEO), Vincent Lu (Vice President), Ed Larimer (Immediate Past President), Mike Clauser (CFO), and Logan Brodnansky (Secretary)
- Finance Committee Chair – Mike Clauser, CFO
- Vice President-Chair: Vincent Lu, VP (2021)
- Fundraising & Contributions: Khoa Luong (2015) & Garret Soares (2021)
- Stewardship Committee- Chair: Matthew D’Anis (2014)
- Nomination Committee – Chair: Logan Brodnansky (2017)

B. For Strategic Emphasis Areas of the Foundation

- Scholarship Awards Chair – Michelle Ito (2017)
- Annual Seniors Awards Banquet Task Force – Taylor Chan (2021) & Vincent Lu (2021)
- Leadership Development Chair – Jennifer Ito (2021) & Vincent Lu (2021)

C. For Communications of the Foundation

- Communications of Committee Chair – Kristen Ward (2014)
- Website Developer: Taylor Chan (2021)
- Newsletter Chair: Michelle Nguyen (2022)

7. 2025 Foundation Annual/Board Meeting – Preparation (Ward)

The major focus of the Annual meeting is on short- and long-term planning. We will need to update the 3-year Strategic Plan based on decisions made, and develop the 2025 Budget based on these decisions.

Preparation for this meeting by all committee chairs is essential by taking the following steps:

- A. Please convene a meeting with your **committee** to assure mutual understanding of your **charge**, and brainstorm ideas for how your committee can fulfill your charge,

including additions or changes to the current program. Do not spend time creating an Action Plan, since it is by way of the Board discussion that actual decisions will be made as to how your committee will fulfill your charge. You will, however, be asked to prepare and submit your committee's Action Plan immediately following the February 8th meeting.

- a. After discussion on the 8th will create an action plan
- b. Recommend a good discussion at the board meeting since there are several new board members
- c. Committee chairs bring requested budget for discussion/review

B. If not already provided, please review & submit to Kristen your committee members names, emails and year of graduation by **Sunday, January 26th, 2025**.

C. End of the Year Reports should be submitted to Kristen if not done already.

8. Announcements and adjournment.

Link to Hilton Stockton for room reservation, if desired, for Annual meeting--special rate \$155.

<https://group.hilton.com/ut1s7h>

A. Schedule of 2024 Board meetings and events:

Feb 8th: (Sat) 9am to 4:00pm Hilton Stockton on 2323 Grand Canal Blvd, Stockton

Feb 8th (Sat) 5:30pm Candidates' dinner/awards program at Hilton Stockton

April 13th: (Sun) zoom conf. call at 8:00-9am PT (day after Tom Stout)

May 14th (Wed) 5:30pm New Graduate Dinner at Hilton Stockton

July 20th: (Sun) zoom conf. call at 8:00-9am PT

Sept. 28th: (Sun) zoom conf. call at 8:00-9am PT

Dec. 14th: (Sun) zoom conf. call at 8:00am-9am PT

B. **Reminder to update your BOD Email Group for 2025 by adding the Foundation email address, Garret Soares, Vincent Lu, and Matthew D'Anis. Please remove Larry Gorham and An Chun Kwan.**

Garret Soares gsoares.rph@gmail.com

Vincent Lu ivincentjai@gmail.com

Alpha Psi Foundation pdcalphapsifoundation@gmail.com

Matthew D'Anis mattdanis@hotmail.com

8. Adjournment. The meeting is adjourned at 8:58am_____am Pacific Time.

See zip file of attachments.