

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

April 14, 2024 (Sunday)
8:00am – 9am Pacific Time

Join Zoom Meeting

<https://us06web.zoom.us/j/82072466333?pwd=1asrPbsBL4PaaZZqFbKWtYRgHr0YqP.1>

Meeting ID: 820 7246 6333 Passcode: 839601

Please call in a few minutes before 8:00am

Minutes, approved 7-14,2024

Directors on the call: Taylor Chan, Larry Gorham, An Chun Kwan, Jennifer Ito, Michelle Ito, Ed Larimer, Khoa Luong, Ralph Saroyan, Jack Schlegel and Kristen Ward.

Board Liaisons on the call: Duane Isetti, CFOSJ Liaison, Alpha Psi Liaison Ivan Ibarra and Jenny Nguyen (WAL)

Board Member absent: Michael Clauser (health), Logan Brodnansky

1. Call to order. (Larimer)

A. Establishment of a quorum

The meeting was called to order at 8:04am and established a quorum.

B. Welcoming message

Updates on Director Michael Clauser – based on his current condition and his symptoms, he has long covid. He is making progress, but he can't commit on a long term.

2. Approval of minutes of February 3, 2024, Annual Board Meeting in Stockton, CA. (Kwan – see attached draft minutes)

Board action requested: Motion by __Kwan____, second by __Gorham____ to approve the minutes of the February 3, 2024 Annual Board Meeting. Motion Passed.

3. Award Committee Report – Selection of Scholarship award recipients. (Ito, M)

Since each of the following Scholarships are awarded based upon pro forma criteria noted in the attached documents, each year the Awards Committee selects the recipients, and the Board only ratifies these decisions.

Board action: Motion by __M Ito____, second by __Kwan____ to ratify the following 2024 scholarship winners:

Logan Sam for the Friedmann Memorial Senior Achievement Scholarship.

Carolyn Mai Han Pham for the Ivan Rowland Memorial Outstanding Senior Scholarship.

Nicholas Ha for the Gerald Miller Memorial Scholarship.

Phi-Nhat “Bo” Tran for the Max Scholarship.

Motion passed.

Please keep this information confidential until advised that the award winner has been informed.

4. Awards Committee Report for Foundation-Powell Scholarships (Ito, M-attachment)
This year, Pacific will award \$8000 in scholarships. How do we want the money disbursed?
In 2023, we gave 3 scholarships for \$4000. Two \$1500 and one \$1000. Committee recommended the agreed upon decision from last year, 1-Helen Rowland, 1 Founding Director, 3 Memorial, and 2 Endowed. The scholarship criteria policy is in the agenda packet.

Also, reminded the WAL to inform the collegiate brothers the application period is now open to apply for the 4 different scholarships---undergrad, 1st and 2nd year. Three new scholarships and the Helen Rowland scholarship to be presented at the Scholarship Ceremony at 12pm on July 9th. Deadline to apply is approximately 4-30-2024. Brothers to apply at “Pharmacy Scholarships” in the Tiger Scholarships in Academic Works.

5. Senior Award Dinner (Chan)
Taylor Chan updated the board on the plans for upcoming Senior Awards Banquet on 5-15-2024 at 5:30pm at the Stockton Golf and Country Club.
Director Chan sent out an email to request for videos (about 30 secs long) why we chose to donate. As right now there are no response, she is requesting board’s help.
6. Fundraising Subcommittee Action Plan. –Kwan (see attachments)
 - . Background info: CFSoJ changed the date for 209Give to April 30th. Meanwhile, Pacific 24 Hours of Giving is April 23-24. Additionally, Saroyan found out that alumni may donate to the School of Pharmacy and if specified for the Alpha Psi Scholarship Endowment, that gift will be match. Attached is Director Saroyan’s personal letter to alumni. The Foundation will be an ambassador and supports Pacific program to benefit our pharmacy school endowment. We will do an internal recognition once we obtain the list of donors after the event.
 - a. Kwan updated the board on the 209Gives for 4-30-2024 and recommended revising the current action plan to support the Pacific Gives.

Board action: Motion by Kwan ,second by _Schlegel_____ to support Pacific 24 Hours of Giving and postpone the 209Gives. Motion passed.

7. Leader Development Committee (Ito, J)
Director J Ito provided an update on the New Graduates and Candidate programs.
 - a. Desires for programs in 2024.
 - 101 – with candidates. Held on April 10th lead by alumni brothers Petrus Tu Nguyen and Joseph Rosales. Petrus would like to continue as the chair and Joseph will stay on until we find a replacement.
 - new practitioners
 - * 3 webinars for the year—report on recent program on April 1st – the turnout was low due to school and professional workload.
 - * Alumni are interested in investment, 401k, mental health/tax season, precepting 101 (on how to become a good one)
 - * Type of webinars change year to year
 - Plan to have a webinar on writing letter of intent and coordinate with Scholarship committee
 - b. No changes to 5-yr strategic plan.

8. Stewardship – Action or plan report??
- working on the spotlights and will be out by the end of week
 - welcome brochures/packets – will add an insert
 - need help with video editing or help with canva.

9. Strategic Plan (Larimer—see 8a and 8b attached)

Larimer presented the proposed (8a) changes for Goal 2 and Goal 3 of the 2024-2027 Strategic Plan. Plan (8b) draft reflects the final changes.

Board action: Motion by _Gorham____, second by _Ward____ to approve the attached Strategic Plan for 2024-2027. Motion Passed.

10. Financial Report. (Gorham – (Gorham will email Wednesday after receiving investment report)

Gorham reviewed the current financial statements and requested an approval of the 2024 Budgets based upon the Action Plans of all committees.

With a huge contribution from Jack and Priscilla in the first quarter, Director Gorham requested to increase the individual/business contribution and increase postage/ mailing service. Final draft will be sent out the following week.

Year over year comparison of P&L statement: first quarter was exception good with huge contribution and return of investment with a net income of \$83,164 (which is \$40,000 more than last year). Balance sheet = net worth of 1,089,414 considering that we have donated to the school. **Per Director Gorham, the balance sheet and investment fund statement, it should match. In late March, Director Gorham wrote a check \$20,000 but CFOSJ did not deposit until April and was not included on the current investment statement, but it will balance out and it will reflect on the next statement.**

Board action: Motion by _Gorham____, second by _Kwan____ to approve the 2024 Budget with proposed changes in regard to Line items 43450 (individual/business contribution) and 65020 (postage/ mailing service). Motion passed.

11. Update on website (Larimer)

The Powell Grant Scholarships are now on the website, Legacy page (up and running with info posted) and the Board Documents (password protected). PW-- Apf2024

- Additional pages are connected to the tab.
- Board Documents are appearing when accessing the page when on the phone without password protected – will discuss with Port City.

Please review and provide any comments.

12. Announcements and adjournment.

A. Schedule of remaining 2024 Board meetings

PLEASE MAKE SURE THESE DATES ARE ON YOUR CALENDAR

April 23-24th, 2024 One day of Pacific Giving fundraiser.

July 14th, 2024 (Sun) video conf. call 8:00-9am PT

Sept.22nd, 2024 (Sun) video conf. call 8:00-9am PT

Dec. 8th, 2024 (Sun) video conf. call at 8:00am-9am PT

Annual Meeting Stockton Country Club—need to set date –

Alpha Psi Chapter Recruitment Dinner—need date

B. Provide Director Brodnansky any names of people who should be considered for nomination as Director, committee chair and/or committee members.

C. Other Announcements

1. Alpha Psi chapter Senior Awards events during week of May 12th, Pharmacy Graduation Ceremony is Saturday May 18th at 1:30pm.

2. Revised Committee Roster attached.

3. Jenny Nguyen (new WAL) – her contact info: phone: 408-644-1102 email: jollyjenjen4@gmail.com

4. Director Schlegel – The Dean has formed a leadership advisory committee which the committee meets frequently to advise her on the following concerns to help improve the school – whether it is recruitment, facilities, etc..there are no limit. Director Schlegel requested the board to email him on any positive or negative feedbacks or ideas...he will be able to present it to the committee.

5. Director Saroyan – this homecoming will 100th anniversary of the campus and Rowland hall, there will be a special dedication of renovation of Rowland Conference to honor Dean Rowland.

D. Adjournment. The meeting was adjourned at 9:16 am Pacific Time.