

**Alpha Psi Education, Scholarship & Leadership Foundation**

**Video conference Meeting of the Board of Directors**

January 10, 2021 (Sunday)

7:30am – 9am Pacific Time

*Time: Jan 10, 2021 07:30 AM Pacific Time (US and Canada)*

*Join Zoom Meeting*

*<https://us02web.zoom.us/j/85969504353?pwd=eINXNTNYREFXZVNSU04rZ1ViUjhYUT09>*

*Meeting ID: 859 6950 4353 Passcode: 967072*

***Please call in a few minutes before 7:30am***

**Approved Minutes on 1-30-2021**

Directors on the call: Sonny Bains, Logan Brodnansky, Larry Gorham, Annie Ho, An Chun Kwan, Ed Larimer, Nam Nguyen, Ralph Saroyan, Jack Schlegel, Chintan Shah, and Kristen Ward.

Excused Absent: Jon VanBoening-flying due to work

1. Call to order. (Larimer)
  - A. Meeting called to order at 7:32am and quorum established.
  - B. Opening remarks:

Welcome to the first Board Meeting of 2021 and it will be a good healthy year and to our newest board member Kristen Ward. The past year (2020) has been challenging but many great activities occurred, and we made great strides toward closing the deal financially
2. Approval of minutes of the December 13, 2020 Teleconference Board Meeting.  
(Kwan – see attached draft minutes)

**Board action requested: Motion by Kwan, second by Gorham to approve the minutes of the December 13, 2020 Teleconference Board Meeting. Motion passed**

3. Special election of Board of Director (Larimer)

Larimer led discussion about two events that occurred since our election of Board members in September. Board member Jon VanBoening, due to demands of his position and future plans will transition from Board Director to “Liaison to Dignity Health” to effectively serve the Foundation and board in his fundraising tasks. In September, we had two candidates for the board but only one position to fill. Michelle Ito, one of those candidates, has agreed to accept the position of Board Director for the 2021-2023 term. Her CV is attached.

**Board action requested: Motion by Saroyan, second by Nguyen to approve Michelle Ito as a Board Director for 2021-2023 term and approve the transition of Jon Van Boening from Director to “Liaison to Dignity Health”. Motion passed.**

4. Financial Report. (Gorham)

There is no end of the year reports as the financial status has changed little since the last meeting. The final end of year reports and CFOSJ report will be submitted at our Annual/Board meeting on January 30<sup>th</sup> with a full discussion. A copy of the 12-31-2020 CFOSJ is attached.

Director Gorham presented the current assets of the Foundation. The amount that is invested with CFOSJ is \$952,885.43 and the amount in the bank is \$23,565.35 with a grand total of \$976,450.78. We are about less than \$24,000 of reaching the goal of \$ 1 million.

5. Selection of Schlegel Endowed Leadership Scholarship. (Shah)

**See the 3 attachments to this agenda: Amanda Yee, Isabel Mangaoang and Taylor Chan as submitted by Shah in a separate email.**

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.”

Please look over the criteria and focus from our website before going through the attachments: <http://alphapsifoundation.net/john-f-jack-schlegel/>

In the attachments you will find a .zip file of each candidate Yee, Mangaoang and Taylor) that contains 3 letters of recommendation, a personal statement, a personal CV, and the foundation personal data form. The Board selects the winner from the 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 January 30<sup>st</sup>. Do not hesitate to reach out before the meeting if you have any questions.

After extensive discussion among the three excellent candidates, a vote was called to select a recipient. Even though Jack cannot vote on this award since he is the sponsor, he reminded the board directors to keep in touch with the other two candidates and invite them to be involved with the Foundation.

**Board action requested: Motion by Shah, second by Kwan to select Isabel Mangaoang to receive the 2021 John F. “Jack” Schlegel Leadership Endowed Scholarship. Motion passed.**

6. Shah informed the board that new Collegiate Brother Jade Bautista had the highest GPA for the E.E. Roscoe Scholarship.

**Board action requested: Motion by Shah, second by Gorham to selected Jade Bautista to receive the 2021 E.E. Roscoe Memorial Scholarship. Motion Passed.**

7. Larimer informed the board of the scheduled plans for the Formal Recruitment Dinner Program, our meeting with prospective candidates with breakout rooms and the presentation of the awards. Program runs at 5:30pm to 9pm. Suggestions back to the

Collegiate Brothers were to invite the Dean, past Dean of Pharmacy, and the University of Pacific President as our guests.

8. 2021 Foundation Annual/Board Meeting – Preparation. (Larimer)  
President Larimer reminded the Board that the major focus of this meeting is on short- and long-term planning, updating the 3-year Strategic Plan based on decisions made, and developing the 2021 Budget based on these decisions.

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

- A. Convene a conference call of your committee to assure mutual understanding of your charge, and brainstorm ideas for how your committee can fulfill your charge. You may use the same our teleconference call-in phone number for all committee and other Foundation work. 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 January 30th meeting.
- B. If not already provided, please provide your committee members names, emails and year of graduation by **Sunday, January 17, 2021.**  
**Committee Contact and Board Roster Contact info attached to agenda.**

9. Announcements and adjournment.

- A. Schedule of 2021 Board meetings and events:

**PLEASE MAKE SURE THESE DATES ARE ON YOUR CALENDAR**

Jan. 30: (Sat) zoom conf. call 10:00am to 4:00pm  
Jan. 30: (Sat) zoom 5:30 to 9pm candidates' program/awards event  
April 11: (Sun) zoom conf. call 7:30-9am PT  
July 11: (Sun) zoom conf. call 7:30-9am PT  
Sept. 26: (Sun) zoom conf. call 7:30-9am PT  
Dec. 12: (Sun) zoom conf. call at 7:30am-9am PT

- B. **Reminder to update your BOD Email Group for 2021 by adding Kristen Ward and Michelle Ito**

- 10 Adjournment. The meeting is adjourned at 8:29am Pacific Time.

Attachments:

Approved Meeting Minutes from December 13, 2020

Board Roster (revised)

Committee Board Roster (revised)

CFOSJ Fund statement

Candidates for John F. Schlegel Endowed Leadership Scholarship

Michelle Ito's CV

