

**B. W. Harris Episcopal High School Alumni Association USA In
24th Annual Convention General Meeting Minutes
Saturday July 2, 2016 -10:00 am to 3:00pm
801 West State Street Trenton NJ 08618**

The General Meeting was called to order at 10:21am by Joanna H. Freeman-Richards, National Chair at 10:17am.

Prior to the Opening Prayers, the National Chaplain, Wanda Bropleh requested all to sing the song (everyone stood and sang ***we gather together***).

Opening Prayer: The opening prayers were offered by the National Chaplain Wanda Bropleh who offered prayers to God for thanksgiving, safe arrivals, and travels. She also asked God that the meeting be run in unity and peace.

Welcome Remarks: Welcome remarks were made by Joanna H. Freeman Richards, National Chair. She expressed thanks and appreciation to the President, officers and member of Tri-State Chapter for hosting the 2016 Convention. She also asked for successful meeting and went on to say whatever we do here today is intended for all children at B. W. Harris School. With that, she concluded, and welcomed everyone.

Acceptance /Adoption of the Agenda: The agenda was read loud by the National Chair at 10:17am. National Chair Emeritus Handel K. C. Diggs introduced a motion to receive and accept the agenda. The motion was seconded by PennDel President M. Daniel Nelson motion carried to accept the agenda, by consensus.

Minutes from the 23rd National Convention General Meeting: Charles Coleman, National Secretary and Comfort Brown, Asst. National Secretary

Minutes from our 23rd National Convention General meeting were read in silence (5 minutes). Corrections to the 23rd Convention General meeting minutes were noted by National Secretary, Charles Coleman. The National Secretary let everyone know corrections will be made on a page by page basis for the sake of time.

*It must be noted that copies of the 23rd National Convention General Meeting minutes were emailed prior to July 2016 General Meeting.

Corrections:

Page 5: Remove 2nd "this"

Minutes Accepted: DC Metro President Mona Diggs introduced a motion to accept the minutes of the 23rd Convention with the corrections. The Motion was seconded by National Chair Emerita Gudrun Harris.

At the conclusion of the corrections, the minutes were accepted with all necessary corrections.

Projects/Programs/Convention: Angeline Bishop-Oshoko Amoah - 1st Vice National Chair for Programs

The 1st Vice National Chair, who had attended the Executive Board meeting on Friday, was reported to be sick.

Membership Committee report by David G. Moore, 2nd Vice National Chair for Membership and Public Relations

2nd Vice National Chair said currently we have 8 of the 9 chapters active; Minnesota is now active after election of new officers. Responding to a reference by the 2nd Vice National Chair. PennDel's President M. Daniel Nelson, interjected to make a correction that PennDel is not the "Valley Dwellers." He said that the chapter elevated its status by paying her assessment fees in advance and reaching outside of the B. W. Harris family. He further said PennDel Chapter was speaking with business and prominent individuals in the community to get support and stop relying only on members.

2nd Vice National Chair Moore continued his report and said Midwest is having leadership issues. It was discussed recently at the Board meeting to explore possibility to put in an interim leader to help restructure the chapter. He said if any chapter has a problem. they need to talk to the National Association, and National will come in and help.

The 2nd Vice National Chair made a proposal that \$2,000.00 should be budgeted for the 2nd Vice National Chair to travel to chapters as part of fulfilling his responsibilities.

2nd Vice National Chair Moore also challenged 200 Spartans to donate \$1.00 to the Endowment Funds.

Questions & Comments:

Member Famata Sambola Lincoln: The Minnesota chapter had a conference call of the membership committee and tools were given to them that inspired her to do more. Installation is on the 29th and fundraiser in October 2016

Member Rillette Hammond: Recommended that the Association accept David Moore recommendation to put a budget line item as recommended for the Membership Committee to travel, but increase the amount to \$3,000.00. A motion was made by Rillette Hammond that a budget line item be added for the amount of \$3,000.00 annually for the Membership Committee to travel to assist chapters in need.

National Chair Emerita Gudrun Harris: Commented that she would like to know more details about what the money will be used for.

After discussion, Member Rilette Hammond moved that the proposal and recommendation of Membership Committee be amended to: \$3,000 added as line item to the budget be taken to the Executive Board with supporting documentation for implementation, and that the 2nd Vice National Chair present a report to the Convention in Houston. The motion was seconded by Member J. Saba Kla-Williams. Vote taken: Yea: 21, Nay: 0 Abstentions were not documented.

Following the vote, Member Berma Findley asked that if this is the highest decision-making body, why wait for the Executive Board. How long will that take?

Cllr. Mohamedu Jones stated that the Convention is the highest making body; however, since it will not meet again for a year, and observing that the 2nd Vice National Chair has to develop a plan of implementation, and the Board can meet at any time to review and approve the plan, it was advisable to require the plan to be submitted to the Board as part of the implementation, noting the Board cannot change the amount

After further discussions, the Convention approved the timeframe for the 2nd Vice National Chair to submit the plan to the Executive Board. Vote: 60day (34) days/30 days (8) or

Decision: The Convention approved the allocation of \$3,000.00 in the 2016/2017 Budget. The 2nd Vice National Chair will submit a plan within 60 days of the Convention to the Executive Board and report to the 25th Convention in Houston, Texas.

Curfis Report: Meyartha Coleman-Perry, National Financial Secretary

The National Financial Secretary provided the 24th Convention registration summary, reporting that Tri-State Chapter won for 2016 with the highest number of pre-registered members for Convention 2016. She also reported the category with the most pre-registrants was honorary members and friends of BW Harris -41 honorary and Friends of the Association pre-registered

Highlights:

PennDel:

Hosted 9 meetings 2 in person and 7 teleconferences.

North Carolina:

14 due paying member.

Feb 2017 is the next Fr. E.W. King Awards Program.

Issue is a decline in participation and attendance at events.

Rhode Island:

Rhode Island has four customized events to match their environment and have been successful.

Bus trip is planned for July 17, 2016 to Foxwood.

Texas:

Planning to host 25th Convention.

November H. D. Williamson awards program is coming up. It will occur the same day of the Executive Board Meeting.

DC Metro:

Pres. Mona Diggs stated that DC Metro is Strong and Standing.

Average of 67 due paying members.

Tri-State:

40 due paying members.

Minnesota:

Held elections in April 2016.

Paid assessment for 2016 Convention.

No Curfis report available because they have only been officially back for less than a quarter.

Questions & Comments:

M. Daniel Nelson: PennDel will donate \$125.00 to Texas and North Carolina for upcoming programs.

President Mona Diggs: Observed that Metro account balance after hosting convention 2015 was not included in the highlights of the Curfis report.

National Financial Secretary Meyartha Perry responded that DC Metro account balance after hosting convention was \$ over \$10,000.00

Tristate: Balance updated: Amount in account before expenditures for convention purposes was \$13,900.

Clr. Mohamedu Jones moved that the Curfis Report be accepted with all necessary corrections. Motion was seconded By Saba Kla Williams and motion carried by majority vote.

State of Association Report (Joanna Freeman Richards-National Chair

The National Chair expressed thanks and appreciation to all for attending the Convention. She reminded members that the purpose of us coming together is for the children and our Alma Mater

National Chair Freeman Richards reported that she had received the Audit report and DC Metro Chapter was found in full compliance. All receipts were received. The Executive Board

and DC Metro Chapter are currently reviewing the report from the Chair of the Audit Committee, Mr. Deston Francis.

The National Chair indicated that the Association Liaison, Adolf Sackey, is very helpful, effective and on the ground. She also spoke highly of the Office of the National Secretary (National Secretary Charles Coleman and Assistant National Secretary Comfort Brown), pointing out that all minutes are up-to-date, and available on DAIS. She expressed appreciation to the secretarial team

The National Chair also expressed her thanks to the financial team for keeping the financial reports up-to-date. She observed that all financial reports are on DAIS. She mentioned the Association accounts was just over \$100,00.00 when she took office. She said that her goal and is to reach \$200,000.00 plus at the end of her term.

National Chair Freeman Richards encouraged contributions to the Endowment Funds, pointing out that its purpose is for the time comes when many of the current members can no longer travel to convention, the Association will still be financially able to assist the school.

The National Chair informed members that Rev. Hillary Collins is now the Principal of B. W. Harris School, and had planned to attend the convention, but was not able to get a visa in time.

Questions & Comments:

K. C. Diggs asked for clarification of the National Chair's statement "to have \$200,000 plus when her term ends"; he wanted to know if it will be after National Chair's 1st or 2nd term?

Ms. Famata Lincoln: Minnesota would like to donate supplies to the elementary school

Ms. Euphemia Jones spoke and said as she understands, the Association, as a 501c entity has to report to the US government/Department of Treasury annually, and asked if they were available online at the Association's website.

Clr. Mohamedu Jones responded that the Association was up-to-date and the IRS 990 information will be posted immediately.

Ms. Euphemia Jones stated that her husband, Vivian Jones, was recently appointed to the Board of Trustees of the school, and he had observed that the Computer Lab is in need of ventilation, and the generator does not currently support the lab.

Mr. Varney Coleman: Concerning the building infrastructure, asked about its condition and what plan was in place for repair and maintenance?

The National Chair Responded: We do have plans to meet and discuss with Principal Collins but the building infrastructure maintenance is the responsibility of the School Board not the Association.

Mr. Coleman inquired how money will be raised and if there is any investment plan in place to use the \$200,000?

National Chair: Responded that she is planning to reach out to the membership to step up donations/contribution. Also, due to the Association's tax status as a non-profit organization, we had to be very careful about investments.

Cllr. Mohamedu Jones motion that the National Chair report be accepted and motion was seconded by President Mona Diggs, which carried.

Academic & Scholarship Committee Report: National Chair Emerita Gudrun Harris, Chair The Committee Chair stated that of a budget of \$19,260.00, about \$7,608 was raised by the committee, which was the largest amount raised for scholarships in the Association's history, and had been contributed by family and friends.

Ms. Harris further said that academic programs to be implemented at the school were put on hold because of administration transition at the school as they searched for a new principal.

Committee Chair Harris informed the Convention of the donations from her family that had made in honor of Spartan Leslie Smith who had recently passed away. She stated that Dr. Qualls Stevens, the largest single scholarship donor, has committed to donate \$5,000.00 annually to the Association for scholarships

Ms. Leah Porter: Her son is part of the ensemble and she asked them to assist with raising money and they agreed to do a concert. That is one way money was raised.

Questions & Comments:

Cllr. Mohamedu Jones wanted explanation about the donors to the Leslie Smith Scholarship.

Committee Chair Gudrun Harris explained that when Alumna Smith passed away, the Class of 1980 offered to pay and host the repast for the family. As an expression of gratitude for the gesture, the family donated a total of \$900.00, establishing a scholarship in her name, and pledged to contribute annually.

Budget & Financial Repor: National Treasurer Abertha Gillespie:

Projected Income Total: \$88,125.00

Projected Expenses/Expenditures: \$55,822.50

Projected Income: \$24,502.50

Questions & Comments

National Chair Emerita Gudrun Harris: Was hoping to hear in the report the totals in other accounts including the Endowment Fund, and other restricted accounts, as well as the Operations account.

Ms. Meyartha Perry, National Financial Secretary, said the Endowment Fund was \$50,000.00 plus interest. She stated that a deposit of \$25,000 will be added to the Endowment Fund next week, in accordance with the decision of the Association that all funds approved in the budget that is not used within the year is required to be transferred to the Endowment Fund.

Cllr. Mohamedu Jones: Proposed that beginning next year the financial report includes beginning balance and ending balance of all the Association accounts.

Ms. Rillette Hammond: Asked whether the "loss" next to \$55,000.00 meant a net loss to the Association.

National Treasurer Albertha Gillespie responded that it was not an indication of a loss, but just the projected expenses total for the year.

Ms. Berma Findley: Thanked the committee and everyone for the great job. She visited the school and was impressed by what she saw, but wants to note that the school is extremely hot. She suggested that the Association acquire fans to help keep the school cooler.

The National Chair thanked all for the various reports.

National Chair Emerita Gudrun Harris moved that the budget be accepted with all necessary corrections, which motion was seconded by Ms. Leah Porter, and carried by majority vote.

Break for Lunch

National Chair called meeting back to order at 1:24pm.

Capital Campaign Report, Cllr. Mohamadu Jones, Chair

Contributions to the Capital Campaign 2015-2016

- Lifetime: \$6,0000.00
- Hall of Fame: \$3,700.00
- Building Infrastrutural Development Fund: \$250.00
- Spartan Annual Giving: \$679.94
- Wall of Recognition: \$400.00

- Spartan Pride: \$100.00
- Wall of Memory: \$3,600.00

Total: \$14,729.94

Questions & Comments:

Ms. Famata Sambola Lincoln: She thanked Cllr. Jones for his continued work for the organization. She also encouraged all members to contribute to the Capital Campaign

2nd Vice National Chair David Moore: According to the trend in your report what is the cause of the decline in contributions?

Cllr. Mohamedu Jones: Members did not contribute.

National Chair thanked Cllr. Jones for his dedication and all he does for the Association

Texas Convention 2017 Presentation:

J. Yuke Stewart, President of Texas Chapter opened his presentation with a video highlighting various members welcoming the association to Houston for 2017 convention. It also showed pictures of the proposed venues and things to do in the local Houston area.

Benevolence Committee Report (Wanda Bropleh):

Recommendation from Committee Meeting:

- Sing a song at the beginning and end of each meeting.
- Have Association Prayer Conference Call 3rd Wednesday of each month (Two calls were conducted).
- Quarterly have a guest speaker on the call.
- Institute prayer partners.
- Declare fast and prayer the week before convention.

Questions & Comments:

Alvin Goodridge: Very encouraging to see National Chaplain doing this type of work. He proposed that all recommendations be approved.

National Chair Freeman Richards thanked the National Chaplain and the Benevolence Committee for its report and recommendations.

Other Business:

Welcoming of Visitors/Observers:

National Chair welcomed 1st time visitors and observers, and asked if any of them wanted to make brief remarks:

- Shirley Cassell a visitor from Liberia thanked the National Chair for encouraging her to attend. She expressed appreciation for all the work the Association does for the school.
- Horatio Bernard: Since He moved to Liberia, this is his 2nd convention. He wants to encourage us to work through all of our differences because he knows it makes a difference in the lives of children who currently attend our beloved school.
- Henry Harmon (Class of 71) expressed his pleasure to attend convention for the first time. He said that National Chair Emerita Gudrun Harris did a lot of work to encourage him to register. He is grateful for the work that is done by the Association and its members and he hopes to keep his presence in the organization.

Constitutional Amendments:

Each of the amendments was read and floor was opened to questions and comments.

Article IV Convention:

Rillette Hammond. She sees no mention of the program chair in and feels it should be added Cllr. Jones responded that the program chair is discussed under programs in another amendment. This amendment is on convention.

Article V Executive Board:

A. The Executive Board shall manage the affairs of the B. W. Harris Episcopal School Alumni Association-USA, Inc. between Conventions, consistent with this Constitution and Bylaws and pertinent decisions of the Convention.

B. Decisions of the Executive Board shall be made by a simple majority vote, except in cases of discipline and impeachment, which shall be by a two-thirds majority vote.

K. Chapters that do not pay their annual assessments shall not have voice and vote on the Executive Board until such assessments are paid up-to-date. However, a Chapter that pays more than 50 percent of its assessment prior to the Executive Board meeting scheduled during the Annual Convention shall have voice and vote in that Executive Board meeting, provided the Chapter submits a written commitment to pay the balance by the time of the October Executive Board meeting or it shall not have voice and vote in the October Board

meeting nor any subsequent meeting of the Executive Board until all assessments due are paid in full

Article VI: National Officers and Duties

National Officers of the Association shall be elected to hold office for a term of two years and cannot be reelected for more than two consecutive terms for the same office. A National Officer who has already served two terms in an office may be elected again to that office only after a lapse of two years. The National Officers of the B. W. Harris Episcopal School Alumni Association USA, Inc Shall be:

National Chair

First National Vice Chair for Programs

Second National Vice Chair for Membership and Public Relations

National Secretary

National Treasurer

National Financial Secretary

National Chaplain

Assistant National Officers as appointed by the National Chair and approved by the Executive Board

Article VII Chapters:

Cllr. C. Jones asked it be added to Article VII L that "during a regular or special meeting with quorum."

Article VIII:

Cllr Jones would like to add: "reasonable administrative funds as approved by the Board" be added to Article: VIII P (3)

Following the above discussion, with the further amendments proposed from the floor indicated above, the proposed Constitutional amendments presented by the Committee were approved by unanimous consent of the Convention.

National Chair thanked Cllr. Mohamedu Jones and committee for a job well done. She thanked him for his pro bono legal work which saves the Association lots of money.

New Business:

*Comfort Kenneh: Will the Association Benevolence Committee discuss issues about collecting funds to honor passed Alumni?

*Resolution approved by the Executive Board: Chapters required to provide financial report within 60 days of chapter events.

* Announcements:

- National Treasurer Albertha Gillespie informed everyone that Handkerchiefs are available for sale at \$5 each

- National Chair Freeman Richards announced that a list of committees was available, and asked members to consider signing up for one of the Association's committees.

- Tri-State President Joe Freeman:
 - Change in church services time from 10:30a to loam.

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- Red Carpet is from 6pm - 7pm
- Program is from 7pm -9pm
- *-Party is from 9pm - Closing

Cllr. Cyril Jones moved that meeting be adjourned and Ms. Famata Sambola Lincoln seconded the motion, which carried by majority vote.

The meeting was adjourned.

National Chaplain Bropleh asked members to song two stanzas of the hymn "Blessed Be The Ties That Bind."

Meeting ended at: 4:10pm

Meeting Attendees

G. Toe Washington		
Shirley Cassell	Alumna - Liberia	
Miatta E. Dahn	Canada	
Angeline Pratt	DC Metro	
Cecil Frank	DC Metro	
Charles Hoffman	DC Metro	
Comfort Browne	DC Metro	Asst. National Secretary
Cyril Jones	DC Metro	
Dorothy Richards	DC Metro	
Eastman James	DC Metro	
Handel KC Diggs	DC Metro	
Hilary Stryker	DC Metro	
Horatio Bernard	DC Metro	
J. Saba Kla-Williams	DC Metro	
Jackie Addy	DC Metro	
Joyce Jones	DC Metro	
Julius King	DC Metro	
Kim Dunzo	DC Metro	
Maayon Clements	DC Metro	
Maria George	DC Metro	
Mildred Akpan	DC Metro	
Mona B. Diggs	DC Metro	
Ophelia Acolatse	DC Metro	
Rosalyn Coleman	DC Metro	
Tayonnoh Roberts Gray	DC Metro	

Tobertha Jackson	DC Metro	
Varney A. Coleman	DC Metro	
Velma Marilyn Hoff	DC Metro	
Antoinette Barrolle	Georgia	
Getahn Ward	Georgia	
Arnette Jupiter		
Clarice Kromah	Metro	
Albertha Gillespie	Midwest	National Treasurer
Abdul Sherif	Mid-West	
Comfort Kenneh	Mid-West	
Dora Ernst	Mid-West	
Hawa Braima	Mid-West	
Leah Porter	Mid-West	
Bethuel Goodridge	Minnesota	
Famatta J. Lincoln	Minnesota	
Nancy Fenwick	Minnesota	
Kamara Watson Jr.		
Veleria Hall	Tri-State	
Aleda Luke	North Carolina	
Amanda Wright	North Carolina	
Danlette Cisco	North Carolina	
Richard Wright	North Carolina	
Rosetta Mayson	North Carolina	
Sara Maximore	North Carolina	
Victoria Aguh	North Carolina	
Wanda Bropleh	North Carolina	National Chaplain
Berma Findley	PennDel	
Catherine Macintosh	PennDel	
H. Lafayette Willis	PennDel	
Louise Gittens	PennDel	
M. Daniel Nelson	PennDel	
Mai C. Stevens	PennDel	
Khristian N. Collins	PennDel & Tri-State	
Thelma A. N. Collins	PennDel & Tri-State	
Ebenezer Sowah	Rhode Island	
Ernest Saleh	Rhode Island	
Orlando Richards	Rhode Island	
Jacqui Acqui		
Joanna H. Freeman Richards	Rhode Island	National Chair
Leo Eastman	Rhode Island	
Mary Gabbidon-Sowah	Rhode Island	

Nadine Wilson	Rhode Island	
Prince Bar	Rhode Island	
Prudence King	Rhode Island	
Everlinah Cole	Texas	
Mary Washington	Tri- State	
Alvin Harris	Tri-State	
Chalencia Tweh	Tri-State	
Charles Levi Martin	Tri-State	
David Moore	Tri-State	2 nd National Vice Chair
Emily Gardine	Tri-State	
Eric Yhap	Tri-State	
Eugenia Jalani	Tri-State	
Faith Kasor	Tri-State	
Gail Farngalo	Tri-State	
Joyce David	Tri-State	
Judith karpheh	Tri-State	
Jurudo Martin	Tri-State	
Louisa Merchant	Tri-State	
Martha Golfhip	Tri-State	
Massa David	Tri-State	
Rachel Mathus	Tri-State	
Rillette Hammond	Tri-State	
Rosina Wallace	Tri-State	
Sophie Freeman	Tri-State	
Thomas Tweh	Tri-State	
Charles Coleman	PennDel	National Secretary
Meyartha C. Perry	PennDel	National Financial Secretary