

**ALLIANCE FRANÇAISE DE TUCSON
BOARD OF DIRECTORS MEETING**

February 20, 2018

12:45 p.m. to 2:00 p.m.

Open meeting – all AFT members are invited

MINUTES

Call to order; attendance – Rebecca

Meeting called to order at 12:45.

Attending:

Rebecca McSwain (President)
Ralph Morales (Vice President)
Laurie Prill (Treasurer)
Carol Schaedler (Secretary)
Mary Carryer (Member-at-Large)
Bernard Stefanek (Member-at-Large)
Gaëlle Merialdo-Torrenti (Executive Director)

Approve/modify current agenda - Rebecca

No changes

Approve minutes of January 16, 2018 meeting?

Done

Executive Session

Report on Executive Director Search - Rebecca

Q & A with candidate

Debate/Vote

A motion was made and seconded to hire Patricia Le Foll. Motion passed unanimously by board members in attendance (and with a proxy). We will hire Patricia as Executive Director and Gaëlle will be classified as an "untitled employee" for purposes of training Patricia in AFT policies and procedures. For the next month, instead of budgeting the usual 80 hours/month, it will be 120 hours for the executive director transition; with Gaëlle turning over tasks to Patricia as quickly as possible, gradually reducing Gaëlle's role to nothing by the end of the March.

Rebecca will contact Patricia this afternoon to offer her the position.

Report from the Executive Director - Gaëlle

Memberships:

As of February 20, 2018, total membership was 222 (including 10 teachers).

In January and February, there were 26 new memberships and 25 renewals.

January and February classes:

For winter session (ending this week): 73 total registrations

First (of three) “French for Travelers” workshop: 7 students
Two grammar workshops: 8 students in first one, 7 students in second one
New! Introductory French "Brain Health” classes for seniors at Tucson Medical Center (TMC): This class was established quickly. There were four 45 minute classes with 16 students in each class. Liz was paid for 2 one and a half hour sessions. TMC was charged on a par with what we’d charge for a workshop with 8 students. (TMC was charged \$360, Liz paid \$90.). It is hoped this will be ongoing.

February events:

Poetry Club.

Session with Yuxia ended on February 2. Great attendance!

Another one starts March 16 with Sarah Fehlig.

Presentations by Isabelle.

‘Philosophy’ (in French) on February 15 had 11 in attendance, \$18 donated.

‘Poetry’ (in French and English) on February 17 had 7 in attendance,

(soliciting donations was inadvertently forgotten). Both were well-received.

Teacher training in Phoenix. Two AFT teachers were trained (Liz and Patricia). Gas

expenses were reimbursed. Difficulty: Four hours of travel for a three hour class.

Upcoming events:

Presentations by Sylvain.

Friday, March 2: ‘Economy’ (in French)

Saturday, March 17: ‘Brexit’ (in French)

Saturday, March 24: ‘Vallée de la Loire’ (in English)

Possible Potluck for March “Mois de la Francophonie” (world-wide observance)?

Treasurer’s Report

Budget proposal

Laurie presented an anticipated (“expected growth”) 5 year Profit & Loss Statement that had been done previously. (She will be changing the format in that instead of the current income minus expenses (net) on the statement, income and expenses will now be kept separate.) She feels this 5 year budget for growth is overly optimistic. She proposes using the 2017 budget as a guide for the near future. She advocates keeping our current budget and trying to cut expenses until we are in the black, and then slowly grow after that. We will look again at this in 6 months to see how we are doing using this method and seeing if our projections are realistic. (We ran at a \$1500 deficit in 2017. As a non-profit, we can’t make money— we have to spend it.). Laurie will send us a budget based on the last 3 years for us to vote on. One recommendation she has to reduce costs is to look at the Loft sponsorships and/or the Festival of Books. (Do we bring in as much money as we hope from these expenditures?) She does not think we should spend anything (like business cards) for now. Asking our membership for specific in-kind gifts or money for specific projects (like business cards) would be preferred. FYI, she will be taking a conservative approach. Laurie will be sending the old budget pages to the board; we will make sure whatever report is required for the website will be taken care of.

Events Update - Board

Festival of Books (Rebecca, Mary, Bernard)

Sign-ups? Sign-ups via SignUpGenius are proceeding (as of 2/20 at 5:00pm, 7 of 24

slots have been filled). The opportunity to sign up for this event will be mentioned in classes to encourage more member participation.

New business

New business will be done by email.

Applying for grants from AFUSA.

Gaëlle is willing to work with a board member to help write a grant. Perhaps Patricia will be helpful here.

Galette des Rois report - Carol

Acknowledgement of former board members - Carol

Next meeting (3rd Tuesday): March 20 @ 12:45

Adjournment at 2:00 pm.

Submitted by,
Carol Schaedler
(Secretary)