

**Lowell Alumni Association
Minutes of the Thursday, January 8, 2015
Annual Membership Meeting
Main Library**

Call to Order

President, **Lisa Clay** called the meeting to order at 7:05 p.m.

Special Presentation

There was a special presentation by the school librarians **Alison Shepard** and **Steve Sasso** in addition to two Lowell students.

Alison Shepard announced that she wanted to thank the Lowell Alumni Association in person for the Library Computer Lab renovation. **Ms. Shepard** stated that she is truly grateful and used the word “masterpiece” in her description of the new lab. The old lab had a problem with the heat from the computers causing the lab to be uncomfortable and warm. The new lab is “State of the art” and the students are incredibly happy. The idea for a new lab began three years ago with a donation from a parent and through a meeting with **Terry Abad** and **Mark Budak** to be able to think “bigger”. The renovation project was completed on time and came in under budget.

Steve Sasso extended his thanks to the Alumni Association with a special thanks to **Mark Budak**. **Steve** added that it was great to bring the students into the 21st century with the technology to enable them as a library to be central.

Students, **Victoria** and **Albert** added how helpful it is to have access to these innovations. There are students who cannot afford computers and having them at school is invaluable. When you turn on one of the new computers the start time is 15 seconds! The old start time was one minute.

Lisa Clay thanked the librarians and the students for attending the meeting and for their feedback. **Lisa** also thanked **Mark Budak** for his contribution.

Principal **Andrew Ishibashi** stated that 7 ½ years ago when he started at Lowell there was a presentation of a check for \$250,000 which saved many staff positions. Support of the Lowell Alumni Association (LAA) has help the support of expanded AP programs, also the Steve Silver Theater and the staff Lounge dedicated to former Lowell Vice-Principal and LAA Executive Director Emeritus, **Paul Lucey**.

Lowell is a California Distinguished High School. Principal **Ishibashi** said that he owes his success to the partnership of the LAA.

Dacotah Swett, Chairperson of the Science Department, who has been at Lowell since 1990 thanked the LAA for the computers, professional development, lab benches and more. Four years ago the Lowell Science Research Program was started. This was a joint partnership with the University of California San Francisco (UCSF) working with Ph.D. and medical students from UCSF. The Science Research Program began with five students and now there are currently 45 students participating. Lowell has also been recognized by the Intel Science Talent Search (*the nation’s most prestigious pre-college science competition*). **Ms. Swett** again thanked the LAA for its support of the Science Research Program and added that this has really changed the lives of the students involved.

Approval of minutes

A motion was made by **Mike Ugawa** to approve the minutes of the 2014 Annual Meeting. **Jim Rosenthal** seconded the motion. The motion passed by voice vote. The minutes were approved with corrections

Correction: Gerri Rosen-Park, Chair of the Nominating Committee *on behalf of the nominating committee (Anita Payton, Jim Rosenthal and Mike Ugawa)* recommended persons for three-year term membership:

Treasurer's Report

Treasurer, **Leon Blum** reported that it has been a good year. Leon stated that there has been a return of 6.36% on stocks and bonds and he is very happy with this. Leon said that he is worried about the market. The United States is doing better than the world; however, Leon may recommend some changes in the allocation of the Assets which consists of Corporate Bonds/Global Bonds/US Large Stocks/ International Stocks/Small Cap Stocks.

Scholarship/Endowment Fund value: \$2.7 million
General Account Value: \$952,000

Bill Black added that we have engaged an auditor and will have a more substantial report.

Executive Director's Report

Terry Abad was excused from tonight's meeting.

Lisa Clay read a prepared report by **Terry Abad** at the Annual Meeting. Numerous accomplishments included:

- Successful May follow-up solicitation effort pushed 2013-14 campaign over \$350,000 goal to \$380,000
- Designed 2014-15 Annual Fund Campaign with theme "Lowell Makes a Difference"
- Issued more than 2,000 donor acknowledgments (more than 93% issued within 30 days of donation)
- Two issues of the Lowell alumni newsletter were completed in 2014. Mailed to over 33,000 alumni, retired faculty and other friends
- Total revamp of LAA website completed in late 2014
- Issued occasional e-Newsletters to the more than 10,000 alumni for whom we have e-mail address information
- Worked with accountant to timely file 2013 federal and state tax returns
- Processed more than 1,750 checks and over 400 online donations
- Met with auditor to plan early 2015 financial audit
- Successfully migrated LAA accounting system from Quicken to QuickBooks
- Performed several complete comparisons of the LAA database to the US Postal Service's National Change of Address database to capture new mailing addresses for alumni and others on our mailing list
- Processed all returned mail to update address information
- Processed all address updates submitted via the LAA website
- Processed and completed more than 1,000 address changes
- Added 2014 graduates to database
- Assisted all class reunions holding events in 2014 (1954, 1964, 1974, 1984, 1988/89, 1994 and 2004)

- Assisted Executive Committee and Board with Low Bequests issues as well as initial work regarding strategic planning process
- Assisted and supported Development, Finance, Grant and Scholarship Committees
- Elected member of Lowell School Site Council and member of Lowell Technology Committee
- Worked with **Mark Budak** to manage the Library Computer Lab renovation project
- Recruited and managed the alumni contingent that participated in the 2014 Commencement exercises

Lisa Clay added that her class had a very successful reunion last year. The LAA through **Terry Abad** provided a great deal of support.

President's Report

Lisa Clay stated that the LAA operates through committees which do the bulk of the work. We do have people who are not board members who do participate on committees.

A tangible accomplishment done by the board is the Computer Lab renovation. The computer lab was very hot with poor ventilation. The LAA was committed to improving this situation. It took a lot of work and **Lisa** is very proud of what was accomplished. The Computer Lab is the most used resource in the school. A lot of students do not have computer access at home.

LAA has a successful Grant program in which the Committee has responded to approximately 40 requests.

Scholarship Committee was responsible for awarding monies to 28 graduating seniors for a total amount of \$75,000.

Newsletter: Embarked upon a new way of producing the newsletter. Principal **Andrew Ishibashi** is participating as one of the contributors to the newsletter. A lot of the credit goes to **Georgette Petropoulos**.

We are embarking on an audit; **King Lip** and the Finance Committee are putting together tools and resources for this process.

We are also embarking upon a Strategic Planning process.

The LAA continues to have a very good relationship with Principal **Andrew Ishibashi** and the school administration.

We celebrate a very good relation and are part of the Lowell Community.

Nominating Committee

Gerri Rosen-Park, Chair of the Nominating Committee on behalf of the nominating committee (**Anita Payton, Jim Rosenthal and Mike Ugawa**) recommended the following persons for three-year term re-nomination:

Mike Bower

Cathryn Brash

Dan Genolio

Georgene Kromydas

Paul Tam

Rita Yee

and recommending two new persons for three-year term nomination:

Emil DeAndreis

Angelina Clay

Nominations from the floor:

Larry Miller '59

Vera Jane Au Poon '59
Kevin Thomas '59
Arnold Low'59

President, **Lisa Clay** announced that the nominations are closed.

Wendy Shinbori made a motion (*due to a possible discrepancy in the bylaws*) to elect (*maximum*) 10 members this evening. The motion was seconded by **Bruce Spiegelman**. A hand vote was taken and the motion passed with 41 affirmative votes.

Gerri Rosen-Park, Chair of the Nominating Committee prepared written ballots. An election was held and the following persons were elected to three-year terms:

Mike Bower
Cathryn Brash
Dan Genolio
Georgene Kromydas
Paul Tam
Rita Yee
Emil DeAndreis
Angelina Clay
Larry Miller
Vera Jane Au Poon

New Business

Marc Christensen '64 thanked the LAA for support with their Class 50 year reunion. **Marc** is the Co-Founder of the San Francisco Prep Hall of Fame. **Marc** announced that Coach **Jeri Jank** will be honored by the SF Prep Hall of Fame on Saturday, May 16, 2015 at the Spanish Cultural Center in San Francisco.

In a response to Lisa Clay's question, Principal, **Andrew Ishibashi** stated that graduation will take place during the last week of May. It will involve about 680 graduates and take place at the Bill Graham Civic Auditorium in San Francisco.

Adjournment

The meeting was adjourned at 8:59 p.m.

Attendance

Board and Executive Directors present unless otherwise indicated (T = Attended via Teleconferencing, E = Excused, A = Absent)

Abad (E)	Anderson	Black	Bleiweiss	Blum
Bower (T)	Brash (E)	Budak	Clay, L	Ehrman
Eshoo	Genolio (E)	Ishibashi	Kromydas (E)	Lip
Lucey (A)	Payton	Petropoulos	Rosen-Park	Rosenthal
Shinbori	Spiegelman	Steiner	Tam	Trasviña
Ugawa	Wax (T)	Yee	Zaretsky	

Guests:

Vera Au Poon '59
Marc Christensen '64
Angelina Clay '07
Donnie Clay '04
Timothy Crowley '10
Emil DeAndreis '04
Hannah Edelsberg '07
Gwenlyn Giffing Gibson '64
Sabina Hatipovic '06
Michael Inouye '10
Andrew Ishibashi
Bob Lee '71
Scott Lee '09
Tony B. Lee '69
Arnold Low '59
Larry Miller '59
Kristen Quan '11
Steve Sasso
Alison Shepard
Susan Smith Morris '59
Dacotah Swett
Ella Tom Miyamoto '59
Kevin L. Thomas '59
Jefferson Ye '09

Respectfully Submitted
Anita K. Payton

Secretary, Lowell Alumni Association