



Alliance Française
Tucson, AZ

Minutes for AFT Board Meeting September 20, 2017 at 6 pm

In attendance from the AFT Staff & 2017 Board:

Gaëlle Merialdo Torrenti, Executive Director
Rebecca McSwain, President
Raymonde Zlotnikoff, Vice President
Dianne Janis, Secretary
Christine Deymier, M.A. L. (Member at Large)
Mary Carryer, M.A.L. (Member at Large)
Steve Jeton, M.A.L. (Member at Large)

Rebecca called the meeting to order at 6:05 pm.

Attendance was taken. A quorum was present. It was noted that Rosann returns on the 25th.

The agenda was approved. The August meeting minutes had been previously approved via email.

Executive Director's Administrative, Education, and Membership Report

Fall sessions included 8 class offerings and only 1 had to be cancelled due to low enrollment. Currently there are 7 classes in session with 53 students in total.

Since the last meeting, two workshops were held. Yuxia's workshop had 12 students and Gaëlle's had 8 students.

September has a wide range of events for members:

9/16 Book Club – 10 attendees
9/22 Potluck
9/23 Workshop – 7 were signed up (as of 9/20)
9/29 Cinema

October also has a good slate of events offered to members.

10/7 TWO presentations
10/21 Workshop w/Olivier
10/28 Book Club

And – Gaelle is introducing a new offering for the week between sessions. She has created a series of 1-hour workshops that focus on idiomatic expressions. This short format is something that AFT has not offered and everyone is eager to see how much response is generated.

In addition, to date since August there have been 21 new memberships and 3 renewals.

The roster of teachers will soon include Christine Deymier who will join Gaelle, Liz, Marie-France, and Olivier in conducting classes and workshops. Christine will write a letter of resignation to give up her board position so that she can teach. The AFT By-Laws specifically exclude Board Members from fulfilling paid teaching positions.

Yuxia is introducing a new Poetry Club that will be free for members. This group will meet every 2 weeks on Fridays from 11:00 – 12:30pm. The starting date will be coordinated with the group from Raytheon who has expressed interest in attending.

October office hours will be adjusted to accommodate Gaelle's vacation time and her time away from Tucson to attend the national AFT Conference in New Orleans, LA. Office closure will include October 10 – 13 and October 18 – 20.

November events include:

11/11 Speaker Jean-Baptiste Kikwaya
11/16 Beaujolais Nouveau Celebration
TBD Loft French Film Festival Sponsorship

Details will be filled in for these events during the October board meeting.

December events include:

12/2 Marche Noel from 11am – 2pm

NOTE: Dianne will coordinate with Gaelle to deliver and arrange all merchandise that she has purchased to date that will be offered for sale. Dianne will also transport all of the market decorations that will enhance the tables.

Important: Food items offered for sale must be confirmed (who will make/bake/serve) and what will be offered. In the past crepes and onion soup and ratatouille have been offered.

In years past board members and AFT members contributed items for this market. It would be helpful to put out a notice to all members asking for contributions for this sale so that we can plan accordingly. If anyone would like to assist with determining PRICING on the items that Dianne has purchased for the market, please contact Dianne and Gaelle directly.

Finances

In Rosann's absence the financials were reviewed. Improvements in the AFT financial position were noted.

Upcoming Annual Board Elections

The By-laws state that the current board cannot function as a nominating committee. A nominating chair is needed to head this effort and Christine Deymier has tentatively agreed to take on this role. If circumstances prevent her from acting as chair, the board will reach out to another individual to take on this role. The ideal nominating committee is comprised of 3 persons.

People who are interested in taking on a board role will be directed to the confirmed chair to receive further information. Rebecca offered to prepare a short info sheet to help members to determine if serving on the AFT board is something they would like to do.

The date for the AFT Annual Meeting was set for Sunday, December 3rd. TIME TBD.

All materials related to the election must be in members' hands by November 3rd. This requires a small mailing to be sent out earlier for those members without email addresses. To meet that goal, a date of October 30 was selected as the final date for all materials to be ready. Materials can be mailed on October 30 and emailed by November 2 to meet the requirements. To have a viable election it is mandated that

40% of the current membership must vote. Consequently, the number of members must be determined by October 30.

A by-law change that will be part of the vote is to implement staggered two year terms for board members. This will minimize disruption when someone cycles off the board and will provide continuity for the Executive Director and for the organization in general. 2018 will be a transition year with some positions elected for one year and others for two years as outlined below. In subsequent years, expiring terms will all be replaced by 2 year terms.

President:	1-year term
VP:	1-year term
Secretary:	2-year term
Treasurer:	2-year term
Members at Large:	2-year term (for 2 members) 1-year term (for 1 member)

Other Business

Mary reported that the AFT application to have a booth again at the Tucson Festival of Books has been completed and submitted.

Due to time constraints the discussion on Event Planning and the accompanying templates/To Do lists was tabled until the October meeting.

The next board meeting will be Tuesday, October 10 at 6pm.

Adjournment

At 7:45 pm Raymonde moved to adjourn with Steve seconding the motion.

Minutes prepared and submitted by AFT Secretary, Dianne Janis.

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