



Title: SUTA Special Meeting
Regarding P.O. Box
Date: April 25, 2020
Time: 3:30 PM US-EST
Location: Phone Conference Call

Board Members

	Present	Not Present
• Dariush Alipour (DA)		x
• Siamak Aram (SA)	x	
• Shiva Davoodpour (SD)	x	
• Farzad Khomamizadeh (FK)		x
• Shariar Makarechi (SM)	x	
• Farrokh Malihi (FM)		x
• Mohammadreza Moatamed (MM)		x

Dr. Fredun Hojabri is the original owner of the P.O. Box of the Sharif University of Technology, however due to old age and travelling restrictions he has given the Box key to Mr. Philip Badal to check the mailbox periodically for SUTA.

Mr. Philip Badal, (Shariar's brother-in-law) has been checking the P.O. Box contents every 2 weeks on behalf of SUTA. The last inspection of the Box by Mr. Badal was later than usual due to Corona Virus Social Distancing restrictions and we received a \$190.00 bill for the renewal of the P.O. Box due on 3/31/2020 which is now past due.

When Shiva Davoodpour SUTA's treasurer attempted to pay for the renewal of the P.O. Box on-line, she was requested to provide user-name and password originally set by Dr. Hojabri. Upon contacting Dr. Hojabri, he informed us that he no longer remembers his user-name and password due to old age and could not locate his original papers.

Upon an emergency phone meeting on 4/25/2020 with Shiva, Siamak and Shariar it was decided to ask Mr. Philip Badal to personally visit the USPS office where the P.O. Box is located and explain our case and request that all mail to be forwarded to SUTA's Treasurer:

Shiva Davoodpour
1426 Montague Street NW,
Washington DC, 20011

If USPS honors this request all dues of the P.O. Box may be paid by Mr. Philip Badal to be reimbursed by SUTA, Otherwise SUTA will have no choice but to let the old Box be closed and open a new one for future use.

Dr. Shariar Makarechi, Secretary of SUTA