

Title: SUTA BoD meeting #14 Minutes

Date: January, 19 2016

Time: 7:30 PM GMT

Location: Skype

8th Board Members

Present members

Permanent Members

- Masoud Olfat
- Bahar Abghari
- Shariar Makarechi
- Davood Navaian
- Mohammadreza Kianmehr
- Nastaran Zamani
- Sepehr Hamzelouia

Substitute Members

- Shayan Ghotbi
- Mohammad Mahmoodi

Siamak Aram from SUTA_DC joined the meeting 1 hour before adjourning.

B-14-01: Call to order, quorum achieved and President's remarks: Masoud encouraged professional approach and diligence during the next few months so the reunion challenges would be met with the best results.

B-14-02: Shayan was not present but sent the following items to be considered:

- The response we have received so far in terms of registrations and website hit as well as sponsorship offers. In excess of 40 people from Iran have applied.
- Where are the majority of the registrations from? Iran
- Guideline which limits board election to regular members and the issue we have there in 2 of the chapters. Not Discussed
- Discounted membership fee. I appreciate if we can have 15 minutes on these 2 topics. Not Discussed

B-14-03: Financial Issues

- **Mohammad and Masoud and Sepehr**

- Sepehr needs info regarding the status of the SUTA account in Iran.
- Shariar sent an email to Zahed Sheikholeslami and Farrokh Malihi in Tehran to provide the access information to Reza Kianmehr.
- Masoud compared the estimated cost of reunion 2016 with the 2014 and confirmed they are in the same order of magnitude.
- Davoud proposed a deadline for receiving the detailed financial information of the 2014 reunion. Negin Sadrosadat and Bahram Zahir from the last BoD to be contacted by Masoud to close this item before March 2016. Except Davoud all who were present at the meeting preferred an informal investigation to close this item.

At Davoud's request his proposal is copied here for the record:

عین پیشنهادم را که از دویند تشکیل می شود، یعنی:

« یکم - مسئول ... (شخصی که به حساب های بانکی سوتا دسترسی دارد*) متعهد (موظف) است، حد اکثر تا تاریخ اول مارس ۲۰۱۶ کپی از جزئیات ورودی و خروجی همه حساب های سوتا در سال ۲۰۱۴ را تهیه و به هیئت مدیره هشتم سوتا ارائه نماید.

دوم - نامه ای رسمی به مسئول حسابداری در زمان گردهمایی ۲۰۱۴ نوشته شود و از او خواسته شود گزارش مالی گردهمایی میلان را همراه با صورتحساب و فاکتورهای موجود برای هیئت مدیره هشتم سوتا ارسال دارند.

در آن نامه بصورت روشن و واضح قید شود اگر تا تاریخ مذکور گزارش فوق ارائه نشود، هیئت مدیره از راه های قانونی اقدام خواهد کرد.»

در صورتجلسه آورده شود و در ادامه آن قید شود که این پیشنهاد با اکثریت آرا رد شده است.

- Nastaran requested an addition to the bylaws to mandate a complete financial report to include the financial report for the reunion and based on that the status of all SUTA accounts every year to the members. In addition for additional transparency BOD may provide progress reports (every six months, or annually) as needed.

در پایان هر دوره، هیئت مدیره موظف است یک گزارش مالی کامل شامل " - گزارش مالی گردهمایی به اعضا ارائه و بر اساس آن گزارش، حساب های انجمن را به هیئت مدیره بعدی تحویل نماید. علاوه بر آن جهت شفافیت بیشتر، هیئت مدیره می تواند در هر دوره گزارشات پیشرفت کار (یکساله، 6 ماهه ...) نیز داشته باشد."

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B-14-04: Communication Committee

- **Bahar** regarding the website

- \$240/month is being paid to Wild Apricot to maintain the reunion website. Additional cost is anticipated by Mr. Bashash
- The website has been working well in Iran.
- DC reunion website is under construction with new graphic designs provided by Siamak before the meeting by email to the program committee.

B-14-05: Reunion

- **Mohammad and Masoud** regarding Invitation Disclaimer

- After several offline discussions regarding the inclusion of a financial disclaimer in the invitation/confirmation letter to be signed by the SUTA president, based on Mohammad's consultation with his company's immigration lawyer this paragraph was approved by the BoD to be included: "During the stay of Mr. ... And ... In the United States, they will be financially responsible for their own accommodations and other miscellaneous expenses."
- **Masoud** regarding the reunion announcement and registration.

B-14-06: Chapter Committee Review

- Payment of 50% of membership fees to local chapters have been approved and the amounts have been determined but this item was **Not Discussed** at this meeting.

B-14-07: Update on Committees. Jalil Kamali has been keeping everyone posted on the progress of the Award Committees.

Shariar to send a request for progress report from ALL committees ASAP.

B-14-08: **Reza and Nastaran**:

The final agreement with SUTAA in Iran will be approved within a week and Reza Kianmehr will sign it on behalf of SUTA.

همچنین کنفرانس فارغ التحصیلان شریف در اردیبهشت سال آینده همزمان با جشن های 50 مین سال دانشگاه برگزار می شود که لازم است از سایت سوتا اطلاع رسانی شود. محورهای این کنفرانس عبارتند از

دستاوردهای فارغ التحصیلان-

توسعه پایدار-

محیط زیست-

چالش های پسا تحریم-

سایت این کنفرانس چند روز دیگر باز می شود.

The above Item was not discussed but upon approval of the agreement between SUTA and SUTAA will be addressed.

Reza Kianmehr:

اینک با تصمیمی که جمع در مورد دعوت نکردن پدر و مادر ها گرفته است تماسهای متعدد و اعتراض یا درخواستهایی در این موضوع در قالب ایمیل زده شده است.

The board has approved only the spouse and children as approved company for the participants of the reunion unless there are special cases (such as members that are not married and need assistance for travelling. The invitation/confirmation letters will be sent to individuals on case by case basis.

Meeting was adjourned at 9:45 PM GMT.

Next meeting is tentatively planned for Tuesday February 16 at 7:30 PM, GMT.