

OPASS ALUMNI ASSOCIATION OF NORTH AMERICA
MINUTES OF THE EXECUTIVES & PLANNING COMMITTEE MEETING

Sunday, February 21, 2010

In Attendance: Major Fred Twum-Acheampong (Rtd), Ben Awuah, Edna Agyekum, Godfried Bugyei, Robert Henking, Albert Modey, Samuel Agyei, Evans Twum-Danso, Dr. Kwame Asamoah, Alex Anim, Steve Oduro

Excused Absence: Doris Awuah and Charles Appiah; **Absent:** Emmanuel Osafo

The president, Major Fred Twum-Acheampong (Rtd), opened the meeting at 9:15 PM.

Review of Previous Minutes – Motion was passed to accept the minutes for the prior meeting.

Correspondence - None.

Financial Statement – The association’s account balance as of 02/20/10 was \$6,920.30.

A. OLD BUSINESS – Status updates:

1. Installation and Networking of Donated PCs to OPASS

- a. Steve Oduro informed the committee that he visited the school earlier this month when he went back home for a few weeks. Surprisingly, the PCs that we donated to the school last Nov had not yet been installed for the students to use. The Headmaster told him that they were preparing the room for the installation of the PCs. Steve spoke with Charles Arthur and Rockson (both alumni) to help with the networking.
- b. The president added that he called the headmaster during the week for status update on the subject. The Headmaster assured him that they were reinforcing the doors and burglar-proofing the windows to the computer lab prior to the installation and networking of the PCs. The school administration was financing the project.

- 2. Payment of Dues and Pledges** – The president again appealed to all members to make every effort to pay their dues and honor their pledges to improve the association’s cash flow. Checks are to be made payable to “*OPASS Alumni Assoc of N. America*” and mailed to *P. O. Box 4341, Cherry Hill, NJ 08034*

Motion: As an incentive for members to pay their dues, the committee passed a motion to offer a \$20.00 discount to any member who pays his/her dues in full by June 1. Those wishing to enjoy the discount should mail in a \$100.00 check by the deadline. (All others will pay the full annual dues of \$120.00).

- 3. 5th Annual Reunion** - The Planning Committee gave status update regarding plans for the next general meeting to be held on **Saturday, June 26th** in Connecticut. The committee had finally chosen the ***Comfort Inn & Suites, Meriden*** over others as the best location that also offers us the best deal. The rental for the ballroom is \$1,513.68 (tax and service charges inclusive). The ballroom will be available to us from 9PM to 5AM. The hotel will reserve, at least, fifteen (15) rooms for members of the association at \$60.00 per night/room with standard king or double queen beds. Other terms of the agreement were:

- The association must purchase from the hotel \$500 worth of drinks.

- There will be no liquor sales at the bar after 1:00 AM but the association can bring own drinks for use after the bar closes.
 - The association will be responsible for its own catering
- ▶ The committee had secured the services of a DJ for a \$400 fee; he was like to give a discount.

Motion: A motion was passed to approve the location, release an amount of \$1,000.00 deposit to the Planning Committee and authorize them to sign the contract for our 5th Annual Reunion on Saturday, June 26.

4. **Keynote Speaker** - The president again appealed to the committee to come up with names of potential, keynote speakers for the scheduled meeting. Meanwhile, he nominated His Excellency, Prof. Danso-Boafo, the Ghana High Commissioner to UK (Class of '68). The president will make the formal contact to ascertain his availability. Alex Boateng (Class of '67), currently a resident of Houston, TX was also proposed as an alternate speaker. The secretary will contact him and report back to the committee.
5. **Membership Drive** - The committee discussed the use of various social media, including Facebook and Twitter, to publicize the membership drive and especially, the forthcoming reunion. All members with Facebook accounts were encouraged to put out notices “advertising” the 5th Annual Reunion in order to attract maximum attendance. The VP, Ben Awuah, was to continue updating the “Forum” at the website: <http://www.opassians.org/> with information about the impending annual reunion. Members planning to attend the meeting were advised to visit the website and register ASAP.
6. **OPASS @ 50** - The president had spoken with the Headmaster about preparations being made towards the big anniversary in 2011. The Headmaster informed him that plans were under way for the celebration. He requested for any input the association may provide to help ensure a very successful Golden Jubilee anniversary.

B. NEW BUSINESS

1. **Proposals for Fundraising** - The president asked the committee members for fundraising proposals. Ideas from all members are also welcomed.
2. **Thank You Letters** – The secretary was to send special thank you letters to the following alumni for their invaluable contributions and support to the association:
 - Hon. Nii Amassah Namoale (MP and Deputy Minister for Agric) - For his donation of GHC1,000.00 towards the import duties assessed by the CEPS on the PCs we donated to our alma mater.
 - Ms. Doris Darkwa Korang – For her generous financial and material donations.

Meeting Adjournment – In the absence of further discussions, a motion was passed to adjourn the meeting at 10:45 PM; to be reconvened on March 7, at 9:00 PM (EST)

Prepared and submitted by:

Robert Henking
 Robert Henking
 Assistant Secretary

Dated: 03/03/2010