

Please review the draft meeting minutes and respond with corrections. Thank you. Marge

Call to Order - Meeting was held via Skype (due to COVID-19 quarantine) on July 11, 2020, from 11 a.m. to 1:15 p.m.

Purpose of Meeting - Quarterly AFF Board Meeting

Attendees - Emmanuel LeBihan (ELB), Ghassane Habib (GH), Randa Alrahwanji (RA), Isabelle LeBihan (ILB), Patience Tshimika (PT) Erica Plazanet (EP), Marge Frech (MF)

Not present - Jesus Maldonado (JM) (excused - see #2 below)

1. ELB called the meeting to order at 11 a.m. on July 11, 2020.

- Agenda approved unanimously by the board
- Meeting Minutes of last board meeting (April 4, 2020) reviewed and approved unanimously by the board.

2. AFF Board and Committee structure changes - ELB

- Jesus Maldonado (JM) has tendered his resignation as Treasurer to the AFF Board citing personal reasons of workload due to COVID-19. The AFF Board unanimously accepted Jesus' resignation.
- GH moved and EP seconded the motion for Isabelle LeBihan (ILB) to temporarily replace Jesus Maldonado as AFF Treasurer. AFF Board voted unanimously for ILB. ILB was nominated because she has worked closely with JM on the finances since the beginning. Another member is considering accepting the position, but at the moment she cannot commit. She will help with the finances as she can.
- GH moved and PT seconded the motion for Erica Plazanet (EP) to serve as Director for School (student recruitment and scholarships). The AFF Board unanimously approved the motion.
- GH will modify the organization chart on the Internal Procedures document and on the website. *

3. Treasurer Report and Accountant - ELB/ILB

- All the banking information has been given to ILB. There have been no significant expenses since the COVID-19 quarantine. There have been no charges for on-line events sponsored by AFF. The bank account balance is at \$4,657.51 as of 6/29/2020.
- Ghassane Habib (GH) will be the co-signer on the checks until a permanent Treasurer is elected. Even though Isabelle LeBihan is now the temporary Treasurer, to avoid any appearances of impropriety, it will be better to have someone else as the check co-signer with Emmanuel LeBihan. The AFF Board unanimously agreed.
- ELB and GH will complete paperwork changes with the bank.*
(Completed 7/21/2020). We are still waiting on a response from the IRS on the form 8822-B submitted on 6/18/2020. MF will follow up with IRS on the

status.* **(Note on 7/16/2020, due to COVID-19, IRS indicated that their normal 30-day response on the form may not come until 8/31/2020.)**

- ELB recommended Cindy Leddicotte as the accountant for AFF. She is known to ELB and ILB and has submitted a bid for services of \$500/year plus \$25 for each 1099 needed for the teachers. The AFF Board unanimously agreed to accept Cindy Leddicotte as our accountant. ILB will contact her.* **(SBA Accounting & Tax Solutions, 1967 N. Gateway Blvd., Ste 103, Fresno, CA 93727. (559)369-7691)**

4. Activities Report for first Semester

- Since the quarantine, AFF has had 11 Zoom French Conversation sessions. Only 13 members have participated in the Thursday on-line conversations. GH surveyed all 21 members who indicated interest in the Thursday afternoon conversations on their membership applications but are not participating. The reasons expressed for non-participation were generally lack of computer literacy or access and lack of time to participate. EP felt that the previous Thursday French Conversation group at the Boulangerie and the "new" online conversation group were two very different things. The Thursday Zoom Conversations have been paused for the summer and will begin again on August, 27, 2020. PT and GH will share the responsibility of moderator/scheduler.* GH will email all AFF members with an invitation to join in the Thursday conversations.* **(Completed 7/27/2020)**
- Lead by RA, the Book Club was held via Zoom on June 10, 2020, to discuss Michel Fournier's Vendredi ou la Vie Sauvage. There were 8 participants including a lady from France. RA felt participation was low based on the interest indicated on the membership applications. RA felt that we need to increase advertisement/awareness for the next Book Club event scheduled for the end of July. RA is willing to hold two Zoom meetings if interest exceeds Zoom capacity.
- Bastille Day event planned for July 11, 2020 was cancelled due to shelter-at-home and gathering restrictions (see minutes from June 7, 2020 meeting). In the event's place, the board decided to conduct an online photo contest. To date, 5 entries have been received, 3 of which are from board members who are ineligible for prizes. PT has contacted members via phone and many members are waiting until the last minutes to submit entries. EP, RA and MF all have kids working on submissions this weekend.

5. Advertising and Promotion - ILB

- ILB updates the FB page and website regularly with posts regarding French history, news, on-line concerts, programs, movies, etc. ELB has discussed problems of membership involvement/motivation with other Alliance Francaise organizations and they all seem to be having problems during this time of quarantine. ELB arranged a partnership for discounts with Fresno State winery for wine, with Le Parisien cafe and with Le Panier Francais French Marketplace. ELB is worried that with the lack of membership involvement, our sponsors will be less willing to support us in the future.

6. Project Proposals for 2nd Semester

- ELB is negotiating with Ai Krasner for an online painting class.** The class would not be conducted in French. It will consist of 5 Saturdays for 2 hours each Saturday. Ai charges \$50 per hour (\$500 for the series of 5 classes). If classes are set at 5 students minimum (8 students maximum), AFF would need to charge the students \$20 per class (not including supplies) to break even. Total cost for supplies would be approximately \$75 and supplies can be obtained at Allards at a 10% discount.
- RA will lead the next Book Club at the end of July. The book selected to review is Le Petit Prince by Antoine De Saint-Exupery.
- ELB met with the teachers on June 25,2020, regarding the formation of online French classes beginning in September. Annie Tshimika will teach beginning classes each Thursday (6pm to 8 pm) from September 17 to November 5. Patricia Duvet will teach the advanced course each Tuesday (5pm to 7pm) from September 15 to November 3. Patience Tshimika will teach Les Petits each Saturday (10 am to 11:30 am) beginning September 19 to November 7. Minimum class size is 4 students. Private/individual classes will be available by arrangement. Registration and payment for classes is available by mail or online via PayPal. Each student will receive a Certificate of Completion after 16 hours of coursework with AFF.
- ILB has posted information regarding Cin Film and Culturetheque on the website. Both venues are available to AFF members.
- ILB stated that other events such as Wine Tasting at Fresno State Winery, Cooking Classes, Beaujolais Nouveau celebration, Christmas celebration, etc. will be dependent on the shelter-in-place and social gathering restrictions.**

7. Closing - ELB

- Renewals will be due for AFF membership (send out in November 2020), Culturetheque, P.O. Box, Zoom, etc**

8. Meeting adjourned at 1:15 p.m.

9. Next Board Meeting - to be scheduled for October 2020, location to be determined at a later date.

*Action Items

** Future Discussion Required