

WAAEA Monthly Meeting Notes

April 13, 2008 3:00 pm

PARTICIPANTS

Aziz Aleiow, Eyad Ghani, Eyad Omari, (by Phone), Zack Shana, Youri Abou-Samra,

AGENDA

- Action items
- Budget update
- Events:
 - Scholarship banquet
 - WAAEA Semi-annual Meeting of full membership
 - WAAEA Picnic

Action Plan

Action Needed	By Whom	Comments	Status
Past Action Items			
Call all members on your assigned list to remind them of the membership renewal deadline of April 1	All		<ul style="list-style-type: none"> • Aziz called all on his list • Eyad O. called all and will follow up. He will send email to Committee members re: status of follow up calls (2 students and one cousin) • Zack called two people and will follow up. He will call Ramez • Youri called all on his list
Update P.O. Box in the membership form	Nader		PO Box already updated. Nader to update logo on membership form (WAAEA instead of WEA)
Update Membership list	Nader		Youri to send a copy of the updated membership list to Nader who will forward it to all Committee members
follow-up with speaker-recruitment for two semi-annual meetings and scholarship dinner	Zack		Raed Melhem replied to Zack's email. Raed can come in June or July but not May. Zack to follow up.
Reserve the UWM conference room for the two semi-annual members meetings	Fadi		Done. Bilal Masri (AAAEA-Chicago) will attend the meeting. Eyad to send an email to Committee members requesting food assignments for the meeting
Contact accountant to follow up on tax-exempt registration	Youri		Aziz and Youri will meet in May. Bilal Masri suggested that \$\$ raised for scholarship fund go to Chicago to take advantage of their tax exempt status

New Action Items	By Whom	Action
Summer Picnic		<ul style="list-style-type: none"> • Agreed on the date: Sunday August 24th. Eyad to send Youri the reservation paperwork (Wilo-O-Way Park) they will work together to reserve the facility • Esam Qudaimat(sp?) volunteered to help make the flyer and sending out Save the date email
Budget Update		Youri will provide update to Committee via email
Educational seminars		Tabled
WAAEA annual family dinner and celebration		Tabled
		Next Meeting May 18 th