

Minutes (Summary)
Meeting of the Board of Directors
Society for Classical Studies

April 5, 2024, 12:00-1:30 PM EST
ZOOM

Present: Clara Bosak-Schroeder, Catherine Conners, Catherine Conybeare, Alison Keith, Young Kim, Suzanne Lye, Laura McClure, Kirk Ormand, Nandini Pandey, Teresa Ramsby, Matt Roller, Celia Schultz, Ruth Scodel, John Vitali, Craig Williams

Regrets: Rosa Andújar, Joe Farrell, Liz Mercier, Carlos Noreña

President Keith called the meeting to order at 12:04 PM EDT.

1. The minutes of the March 8 board meeting were unanimously approved.

2. Business Arising – none.

3. President's Report

- First, the Search Committee for the Society's Executive Director position has completed its work, interviewing a long list of 5 from an applicant pool of about 25. The committee is putting two of the finalists candidates forward to the full board for consideration. The interviews are in the process of being scheduled for next week.
- President Keith is commissioning a subcommittee of the Board to review the American Office of *L'Année philologique*. The hope is to have the committee do its work and report back to the board with concrete recommendation(s) at the October board meeting.
- The question came up through the Program Committee about whether people who wish to serve, whether for electoral office or for committee service, can self-nominate. Discussion ensued that was supportive of this, and it was also pointed out that we do ask the membership every year whether anyone is open to serving on a committee, so that people with an interest can already self-identify.

4. The consent agenda passed unanimously: a) to approve the Philadelphia Classical Society as an institutional member of the SCS; b) to change Masciantonio Grant for Student Teacher Support from \$5,000 to \$3,000 per award granted (within the current funding envelope of \$10,000 p.a.)

5. Interim Executive Director's Report

Interim ED John Vitali reported on the tasks he has undertaken to do in his period of appointment: reforming financial operations, updating the website, and working on improving the arrangement of space in the main SCS office at NYU.

- The Executive Committee approved a recommendation he developed to retain the services of a fractional controller firm. This firm, Your Part Time Controller, is analyzing all financial data for accuracy and consistency and compliance with GAAP. YPTC staff

are also vetting the 2024 budget, which may have math issues, and studying the endowment. This process of assessment and evaluation will issue ultimately in a recommendation for longer-term remediation of our financial processes.

- He has been working on synchronizing QuickBooks with Bill.com to make bookkeeping much smoother and more automated.
- Regarding the website, staff members are conducting upgrades on content management—updating links, making pages less clunky, and generally improving performance of the current site (not redesigning the whole site), thanks to upgrades in the background.
- SCS has about 19 awards and grants administered by about 15 committees, all with different procedures, different deadlines, different requirements. He is overseeing a process of creating a single portal for ALL of them, with selection of relevant program and repopulating the relevant requirements. All application materials will ultimately be able to be uploaded directly to the portal, and committees evaluating these applications can then use their own little space within the tool to work electronically with the materials and communicate with other committee members. The tool has secure info storage as well. This tool is an off the shelf product, with ongoing maintenance costs of \$6000/yr, start year at about \$8000, and will save vast amounts of staff time, largely automating processes that to date have been done entirely by hand.
- Space: for storage NYU has given the society extra space. SCS staff have been able to re-box a lot of archival documents that had simply been stacked around in the ED's office, and moved them into this space. Staff is also going through these files to see what can be shredded. The working spaces are consequently improved now.
- It is time to renegotiate the interim agreement on space with NYU, which will require SCS to retain an attorney to look into our side of it.
- Annual Meeting news: SCS Director of Meetings Cherane Ali and her counterpart Kevin Mullen of AIA are going to Philadelphia in May for a site visit, beginning the onsite planning toward next January. The societies' Request for Proposal from the Atlanta Marriott for 2027 is out for the hotel's consideration, and they are expected to address the RFP next week.
- Regarding the final status of the Chicago 2024 meeting, SCS office staff is still working on a reconciliation so the books can be closed.
- The Program Committee has received 151 submissions for presentations for Philadelphia 2025, mostly complete and ready for evaluation.

6. Other Business – none was brought forward.

7. President Keith adjourned the meeting at 12:56 PM.