

BOSTON LATIN SCHOOL JUNIOR CLASSICAL LEAGUE
MINUTES REGARDING THE TRANSITIONAL MEETING
BOSTON LATIN SCHOOL ROOM 225
SEPTEMBER 4, 2015
PRID. NON. SEPT. A.U.C. MMDCCLXVIII

Present Board Members:

Allyson Ping	MassJCL First Vice President
Daniel Sherman	MassJCL Secretary
Michael Gao	Triumvir
William Gao	Triumvir
Tim Liu	Secretary
Molly O'Halloran	Treasurer
Ashley Chou	Deputy Treasurer
Randy Chen	Parliamentarian
Peter Wang	Publications Editor
Will Burnett	Co-Historian
Ada Chai	Co-Historian
Oliver MacNeely	Webmaster
Clair Fu	Deputy Webmaster
Carina Layfield	Publicity Director
Ina Beinborn	Deputy of Publicity
Anna Aldins	Publicity Committee Member
Jonathan Yuan	Publicity Committee Member
Kayla Riker	Head Spirit Coordinator
Jamie Doyle	Deputy Spirit Coordinator
(Christina Yee)	(Community Service Czar)
Nicholas Weiske	Officer at Large
Jairam Rao	Officer at Large
Annie Tong	Officer at Large

Regrets:

Linda Qin	MassJCL President
Louis Delano	Triumvir

Sponsors:

Mr. Bartoloma
Mrs. Bauer
Mr. Brownell

Mrs. Burns (Left at 3:02)
Ms. Foley
Mr. Howard (Arrived at 2:19 PM; Left at 3:02)
Ms. Moguel

Guests:

William Ho
Masha Leyfer
Ting Wei Li
Joshua Lomasney
Lienna Peng
Caera Strainchamps
Hanyi Wang
Christina Yee
Jason Zou

Highlights:

1. The major points of the meeting were the officer reports (For details, see Minutes 2:23 to 3:13), the election of the Community Service Czar (See Minutes 3:14 to 3:47), and the Book-Wrapping Event (See Minutes 3:48 to 4:06).
2. Each attendee introduced themselves at the beginning. After the long summer, it was good for the memories of the various board members to be refreshed. Following the introductions, William announced that there would be two new sponsors: Mr. Howard and Mrs. Bauer.
3. The officers gave their reports. The Triumvirate spoke about the monthly/bi-monthly officer check-ins. The Spirit Coordinators spoke of the Roslindale Parade. The Publicity Crew spoke about the "BLSJCL Meet and Greet". The date for the first General Meeting was finalized. The Secretary mentioned the idea of creating a Google hangout group for board members. The Treasurers spoke about the bake sale and the Yankee Candle fundraiser. The Parliamentarian mentioned that each officer should have to folder to track their accomplishments. The Historians talked about the use of Flickr and the theme for this year's scrapbook. The Publications Editor talked about further advertising the Publications. The Webmasters gave an update on the status of their website, which is near completion. The Officers at Large mentioned that they were available to help other board members.
4. The board evaluated and chose the Community Service Czar. The discussion is CONFIDENTIAL.

5. Preparations were made for the Book Wrapping Event. The dates of the event were set, and the materials that will be needed were discussed. The book wrapping workshop will be on September 9th, and the dates of the event itself are September 10th and 11th.

Pre-Meeting Discussion/Activity (If any):

- 2:05 – The meeting schedule and sign-in sheet are passed around.

Minutes:

I. Beginning of Meeting

2:11 PM

Introductions and Sponsor Report:

2:11 to 2:14 – Michael starts the meeting by having each officer, sponsor, and guest introduce themselves. The names of the attendees and the positions of the officers can be referenced at the very beginning of the minutes.

2:15 – William concludes the introductions and thanks everyone for coming, especially the guests. He announces that there will be two new sponsors this year, raising the total amount of sponsors to ten. The two new sponsors are Mr. Howard and Ms. Bauer. Ms. Bauer and Ms. Moguel mention that Mr. Howard will be arriving at the meeting shortly.

2:16 to 2:18 – Ms. Foley gives her sponsor report. She congratulates the students for their performance at National Convention. She mentions how BLSJCL students have many more sponsors than most other schools/clubs, and should use this to their advantage. With that, though, comes huge visibility, so the way that BLSJCL students conduct themselves will reflect upon the club as a whole. When Ms. Foley recounts that when she was talking to the headmaster for approval of this board meeting, the headmaster personally asked for BLSJCL members to present themselves in JCL attire at school on Sunday, October 4th. The members could introduce BLSJCL and its accomplishments to anyone that notices them during the NEASC visit. Ms. Foley was flattered that the headmaster chose BLSJCL to be represented at that event.

2:19 – Mr. Howard arrives at the meeting. Ms. Foley talks about how it becomes more difficult to send people to events and conventions as the club grows. It will be more difficult to get students to Kick-Off, Classics Day, and State Convention. She confirms that State Convention attendance will be through application this year, although she assures the board members that they should not worry about this.

2:20 – Ms. Foley talks about Kick-Off. She mentions how it is a long and complicated day, and how she is still talking with the other sponsors about arrangements. She also states that Classics Day will be another area of concern. The club should make sure that students who will actually take these events seriously will get to attend. After that, she mentions that it will be good for BLSJCL to continue hosting chapter specific events, such as Lupercalia, which was very successful. Mrs. Burns mentions that she will be presenting at Classics Day.

2:21 – Ms. Foley moves on to the idea of a monthly “Spirit Day.” On this particular day club members will wear a JCL related shirts and use locker signs, similarly to sports teams. This can create a visual of how many students are in BLSJCL. Next, Ms. Moguel brings up the issue of tracking attendance. Ms. Foley speaks about using “Evites” to track meeting attendance. She mentions that the large quantity of reply emails creates more clutter in her already cluttered inbox. Nick suggests that Google spreadsheets could also be used for this.

2:22 – Ms. Foley still thinks that “Evites” would be a good idea. Finally, she pokes fun at the fact that a Friday afternoon was chosen for the meeting. A large wave of laughter and small chatter follows this comment.

Officer Reports:

2:23 to 2:24 – Michael begins the officer reports. Michael mentions how the Triumvirate will be splitting the officers into three categories, each under the supervision of one Triumvir. Louis will be looking in on the Treasurers, the Spirit Coordinators, and the Secretary. Michael will be looking over the Publications Editor, Historians, and Parliamentarian. William will be looking over the Webmasters, The Community Service Czar, and the Publicity Crew. If officers have questions or ideas, they can email their assigned Triumvir about anything that they would like to address. There will also be monthly/bi-monthly check-ins between officers and their assigned Triumvir. Since board meetings can take a long time, settling some certain things before bringing them to the entire board could be more efficient.

2:25 – The Spirit Coordinators give their report. Kayla talks about Roslindale Parade. She mentions that Carina organized it, and asks her to confirm the date. Carina replies that the Roslindale Parade takes place on October 4th. It is the same day as the NEASC visit to BLS, so Ms. Foley says that the club should “divide and conquer”. Kayla explains that the Roslindale Parade is an event in which many sports teams present themselves. BLSJCL attended it last year, and there is a possibility of gaining a large amount of publicity points from it. She states that she likes Ms. Foley’s idea of monthly “Spirit Days”. She concludes her report by saying that BLSJCL should do more city-wide parades like the Roslindale parade, because they are a great opportunity for publicity.

2:26 – The Publicity Crew gives their report. Carina mentions that they have something to hand out, and the Publicity Crew proceeds to do that. The handouts are proposals for the “JCL Meet and Greet” event.

2:27 – Jonathan talks about video filming schedules. He makes reference to the sixie orientation video. The Publicity Crew plans on making more YouTube content throughout the year. They have started a video for the extracurricular fair, and are planning to make a video for every major event.

2:28 – Ina says that they could make videos promoting Certamen and that board members can be asked to join the videos. Nick makes a comment about creating thumbnails for the YouTube videos. Carina begins to talk about an event that has been planned to take place after the

Extracurricular Fair and the first General Meeting. The event's tentative name is the "JCL Meet and Greet".

2:29 to 2:33 – The "JCL Meet and Greet" will be an event similar to Lupercalia. There will be one ongoing activity called the "Human Scavenger Hunt". In this activity, everyone will have a card with questions on them (such as "Who is a sixie?"). The goal is to find other people at the event that match those questions. There could be other activities as well, such as Letters to Soldiers. Carina says that she can email Mr. Carrigg for any art supplies that are needed for the event. The event will be good for meeting and introducing new people to JCL.

"#BLSJCLSocialHour" will be used to promote the event on Twitter. A decision is still being made on whether or not to charge for admission. The club could also make money from concessions during the event. Carina asks Ms. Foley if the dining hall could be reserved on a Friday before Kick-Off and during the week of the first General Meeting. Michael mentions that the General Meeting is planned to take place a week after the Extracurricular Fair. Ms. Foley talks about how students wouldn't usually enjoy going to an event on a Friday afternoon. Instead, she suggests that the event should be on either a Wednesday or a Thursday. She tells Publicity Crew to email her about when and where they want events to take place, so that she can send one email to the people that she needs to contact to reserve the rooms.

2:34 to 2:35 – Kayla inquires about when the first General Meeting will take place. Mrs. Burns talks about how the week following the Extracurricular Fair is packed with other school events, and is thus not a good time to schedule anything. Ms. Foley says that the point of the first General Meeting is to introduce people to the club, so it could take place before the Extracurricular Fair. People who sign up before the Extracurricular Fair will not have to sign up during it. Kayla brings up the point that many sixies will not have heard about BLSJCL before the Extracurricular Fair. Will suggests that October 15th could possibly work as the date for the first General Meeting because the email list will have been compiled by then. Michael mentions that it may be a little too close to the day of Kick-Off.

2:36 to 2:37 – Ms. Foley talks about Kick-Off. People who wish to attend should already know about it. The reality is that there are too many students and too few adults to take everyone that wants to go to Kick-Off. She says that October 15th for the first General Meeting would be fine. Michael suggests that the "JCL Meet and Greet" should be held after Kick-Off. Nick suggests that the "JCL Meet and Greet" could take place right after the first General Meeting. Carina says that if they did that and also planned to charge for admission, the money would be hard to collect. There is dispute about what parts of the event should be charged, although the general consensus is that the club should not charge "at the door". Carina talks about charging a dollar for games and concessions. Ashley and Molly mention that merchandise can be sold at the event.

2:38 – Carina comes up with the idea of selling chocolate bars, which can be acquired in a large quantity. Michael talks about how the club charged an admission fee for the Pumpkin Painting, but also made money off of the concessions. The decision is made to hold the "BLSJCL Meet and Greet" in the week following October 15th (after Kick-Off). There will most likely be a

2:39 – Anna talks about merchandising ideas. The “Certaman” stickers have been very successful, and are going to continue being used. “JCLove” key chains and bracelets could be other options. She mentions that Carina has found a good website for making bracelets. Ms. Foley says that there is still an abundance of bracelets, so new ones are not needed. Anna says that pens and pencils can be sold before exams to raise money for them and to prepare students. Baseball hats that say “Latin” are another very marketable item.

2:40 – Molly asks about whether the hats are going to baseball hats or snapback hats. Anna confirms that they will be baseball hats. Carina asks Ms. Foley about the bracelets, and Ms. Foley confirms that there is still an abundance of them left, so that the club will not be purchasing any more bracelets this year. Anna says that bumper stickers and magnets could also be a merchandise possibility.

2:41 to 2:42 – Kayla says that a Google form should be sent out to see what items club members are most interested in. Anna says that social media could also be used to publicize merchandise. Next, she talks about distributing art, because of the large amount of talented artists in JCL. If the art could be spread to more people, it could help publicize the club.

2:43 to 2:44 – Will mentions that “Society Six” is a great platform to upload high quality images, which can be turned into t-shirts, postcards, phone cases, etc. Anna says that art can be posted on social media, using “#TalentInTogas” to promote it. Because many chapters from other states follow BLSJCL on social networking, it would be very easy to share artwork with them. Ms. Foley congratulates the Publicity crew for their report, and applause follows.

2:45 – The Secretary gives his report. Tim suggests the idea of having a Google Hangout group for Board Members to easily communicate to each other through.

2:46 – The Treasurers give their report. Molly talks about Bake Sale, which is planned to take place on December 16th. Kayla mentions that it is similar to a Saturnalia bake sale. The backup date for the Bake Sale is February 10th, which is a day before Lupercalia.

2:47 to 2:48 – Ms. Foley says that they can give out stamps at the Bake Sale, which people will be able to use to acquire food items at Lupercalia, if the Bake Sale ends up taking place on February 10th. Molly brings up the subject of the Yankee Candle Fundraiser, which will be around the fall and winter time. Ashley mentions how there will be holiday spirit. Ms. Foley says that candles can still be enjoyed all throughout the year. Molly talks about how the Yankee Candle Fundraiser needs more publicity. The Treasurers have thought about an idea of awarding a prize to the top candle seller as an incentive to sell more candles. Ms. Foley says that a few years ago, the club was about to make around two to three thousand dollars from the fundraiser. The candles can also be ordered from online and delivered to people’s doorsteps, which is a convenience for the fundraiser.

2:49 to 2:50– Ms. Foley says that it is pathetic that board members aren’t selling things very well. The money from such fundraisers goes towards National Convention scholarships and many other club related things. There is no cap to the profits that can be made from the Yankee

Candle Fundraiser, which is why it is an optimal idea. There could be a Coin-Wars style competition to see who is raising the most money.

2:51 – Molly says that Coin Wars will be in spring, like usual. Ms. Foley says that she will have to meet with Treasurers throughout the year. She needs help for the initial membership money collection, as well as for other events.

2:52 to 2:54 – The Parliamentarian gives his report. Randy mentions that Carina has an idea for an amendment proposal for MassJCL, although she doesn't have it ready yet. He thinks that at board meetings older officers can show the work that they've done to newer officers to as examples. He proposes that there could be a Google folder/binder to save the officer's work. Will mentions how officers can each arrange their own binders. Michael says that whether it will be digital or physical, there should be something consistent. Mrs. Bauer mentions that there was something similar done in MassJCL with binders. Binders can be lost, but online documents can't be. New officers can also easily make changes to an online folder. Allyson mentions that this year in MassJCL there is a Google folder with sections within it for each officer to put their content. Anna says that personal meetings between old officers and nw officers could make the transition much easier.

2:55 – William mentions that monthly check-ins could be used to keep track of progress, such as keeping the officers' personal binders up to date. Michael proposes the concluding question of whether or not there will be a large Google folder with separate folders for each officer inside. This is agreed upon.

2:56 to 2:59– The Historians give their report. Will gives an update on National Convention photography. The Historians have decided to organize photographs that go into the scrapbook, and the photographs that are released to the public. The BLSJCL Flickr will be used to display public photographs, rather than Google Drive, because there are various issues with it, especially upload speed. Flickr, on the other hand, has an extremely fast upload speed. Will was able to upload over five hundred photographs in under an hour while at National Convention. The scrapbook photographs will be placed in a separate Flickr account, which board members will have access to. Michael says that publications on Flickr can't be downloaded, although other board members say otherwise. Will prepares to announce the new scrapbook theme, and calls upon a drum roll.

3:00 to 3:02 – The theme is the Nine Muses, which is in accordance with the National Convention theme. The idea of the Nine Muses is focused on unity. Ada says that a traditional scrapbook will be used for State Convention, although the format of the National Convention scrapbook is still being debated upon. She also says that one large group photo for the bulletin board would be easier than taking separate pictures for each officer. William asks about whether the Historians are going to work together or on separate tasks. Will responds that they will work together. Mrs. Burns and Mr. Howard must leave the meeting. Will talks about how a timeline will be used for organizing the scrapbook.

3:03 – Will says that eighteen events have been put into the planning sheet, with two events per Muse. There will also be a new section in the scrapbook: a behind the scenes section.

3:04 to 3:05 – The Publications Editor gives his report. Peter asks about the amount of people who actually read the publications. The amount of people that raise their hands is low. Peter suggests that the publications can be promoted on social media. Since the publications are also on the BLSJCL website, the website should be publicized as well. People who don't know a lot about JCL can learn more about it through the publications.

3:06 – The Webmasters give their report. Oliver says that the website is online. There are only a few more features that need to be implemented, which will be finished before the start of school. He reminds the board that not everyone has sent in their picture and brief description, and that anyone who hasn't should do so as soon as possible. Clair mentions that the Webmasters do not have pictures of Mrs. Bauer and Mr. Howard.

3:07 to 3:08 – Clair announces that the domain has been bought. Oliver talks about how website will have a calendar and updates page.. He tells the Publicity Crew to inform the Webmasters about the finalized dates for events. He suggests the idea of having a competition for the website logo. Carina mentions how Nick has already made a logo, which is being used for Twitter and Instagram.

3:09 – Ms. Foley says that if any board members think that something should go up on the website, they should contact the Webmasters. The Officers at Large give their report. Nick mentions that the Officers at Large are available to help anyone that needs it.

3:10 – William talks about assigning certain officers for each Officer at Large to help. Michael says that there will be a spreadsheet where Officers at Large can sign up to help other officers. Nick recommends that the Webmasters should add a twitter stream to their website.

3:11 – Michael asks if the officers have anything else to say. Carina talks about the BLSJCL Facebook group. She thinks that most people don't know about its existence, and that it could be advertised more.

3:12 – Michael says that the Facebook group hasn't been used for a while. Anna recommends the use of Google forms on the website for event registration.

3:13 – Tim asks if the Minutes have been posted on the website yet. Clair says that they are still being uploaded onto the server. Clair asks about when the Constitution should be uploaded.

William says that the Webmasters should have it up by January. He says that they can use the old Constitution for now, which is on the old website.

Community Service Czar Election:

3:14 to 3:47 – Michael moves the discussion on to the Community Service Czar election. Michael asks any attendees who are not a member of the board to leave. The board proceeds to talk about each of the candidates and then cast their votes. Unfortunately, the contents of this section are **CONFIDENTIAL**.

Book Wrapping Event Discussion:

3:48 to 3:49 – The guests are allowed to re-enter the room. Michael begins the discussion about the Book Wrapping event. Thursday, Friday, Monday on the first week of school are suggested as potential dates. Molly says that students will most likely have gotten their books by the second or third day of school.

3:50 – Ms. Moguel says that teachers expect students to have their books wrapped by Monday. Considering this, Thursday and Friday would be optimal for book wrapping. The book-wrapping workshop will be held on Wednesday.

3:51 – William mentions that the supplies needed to be brought on Thursday and Friday must be discussed. He hands out the form for book wrapping pre-orders. Michael talks about supplies while William passes the forms out.

3:52 – Michael says that scissors are needed. Ms. Moguel replies that she has an abundance of scissors. Next, Michael says that tape and tape dispensers are needed. He asks for anyone who has tape dispensers to raise their hands. The people who have them are tasked to bring them on Wednesday.

3:53 – Michael asks Ms. Moguel if her room should be set up during R7. She responds that she has classes during R7 on both Thursday and Friday.

3:54 to 3:55 – Ms. Moguel says that the only thing that needs to be moved is a table out in the hallway. Michael says that as soon as the bell rings on Thursday and Friday, participants should make their way to Ms. Moguel's room. Will asks about whether or not promotional flyers/posters will be set up around the school. Michael mentions that there will be no homeroom pitches for the event this year. Instead, flyers and social media will do. Ms. Moguel mentions that flyers were put in teacher mailboxes last year.

3:56 – Michael says that that the meeting will be ending soon, and that the rest of the meeting will be about any club goals for the upcoming year. William states that the key question is how to get more people involved in the club. In order to do this, there must be more in-school BLSJCL events. The Publicity Crew mentions that they have many more ideas for in-school events.

3:57 – Anna brings up the Halloween Costume Event. She encourages all of the board members to participate. She says that this year the event will include characters from *The Odyssey*.

3:58 – William says that the BLSJCL art classes with Mr. Carrigg for should be discontinued, although the club can still recommend members to seek out Mr. Carrigg to help them prepare for State Convention art contests.

3:59 – Allyson says that this year at State Convention there may be contests that will be sectioned off for different sized chapters. There will be large and small chapter sections. This will give more opportunities to other chapters that aren't as large as BLSJCL.

4:00 – William mentions a BLSJCL Certamen meeting later in the year, which can bring people that are interested in Certamen together, as well as try to introduce people to other aspects of JCL.

4:01 – Michael suggest holding miniature State Convention competitions for those that can't attend it. Carina mentions that the idea has been acknowledged before.

4:02 to 4:03 – Ms. Foley says that officers can show younger students examples of sight readings and dramatic interpretation. She invites the officers to present dramatic interpretations to her students if they have the time. The students may be inspired to perform better themselves after witnessing a stand-out example. Jamie asks how the club will showcase the chariot. Jamie suggest the gym, but Ms. Foley says that the school would not allow it. She says that the grassy knoll behind the cafeteria could work, but also jokes that they could show it in a parking lot space. She says that it could be a fun afternoon activity. William talks about assigning a certain day of the week for the miniature State Convention competitions, and having it spread throughout the year.

4:04 – Anna states that the Publicity Crew have been trying to create events that attract more types of people into JCL, such as people who may be interested in Olympika events.

4:05 – Michael says that the meeting is going overtime. Ms. Foley thinks that club members should wear JCL apparel on next Thursday to start off the year strong. The general consensus is that a State Convention shirt should be worn.

4:06 – Ms. Foley congratulates everyone, and clapping ensues afterwards. The meeting is adjourned.

II. Conclusion of Meeting

4:06 PM

Exeunt

Duration:

1 Hour and 55 Minutes

Summary:

After all of the attendees introduced themselves, William announced the two new sponsors, Mr. Howard and Mrs. Bauer. Each of the officers gave a report. Notable subjects include the monthly/bi-monthly officer check-ins, the Roslindale Parade, the date of the first General Meeting, the “BLSJCL Meet and Greet”, merchandising ideas, the Yankee Candle fundraiser, officer folders, the use of Flickr to share photographs, the theme of the scrapbook, and the progress of the BLSJCL website. After that, the guests were told to leave the room for the election of the Community Service Czar. The board discussed each of the candidates and casted their votes. After the guests were allowed back in, the discussion turned towards the book wrapping event, which will take place on the Thursday and Friday of the first week of school. Finally, a few miscellaneous topics were discussed before the meeting was adjourned.

Lessons Learned/Reflection:

- A large portions of the topics which were discussed involved the further publicization of many aspects of BLSJCL.

Upcoming Events:

- Book Wrapping Event ----- September 10-11, 2015
- Next Board Meeting ----- TBD
- Northeastern Elite National Certamen Event ----- September 26, 2015
- Extracurricular Fair ----- September 30, 2015
- First General Meeting ----- October 15, 2015
- BLSJCL Meet and Greet ----- Week after October 15, 2015
- Roslindale Parade ----- October 4, 2015
- Kickoff ----- October 17, 2015
- Halloween Costume Event ----- October 30, 2015
- Yale Invitation Certamen ----- November 7, 2015
- Classics Day ----- December 3, 2015
- Bake Sale ----- December 16, 2015

Entertaining Latin Quote:

“Aut insanit homo, aut versus facit.”

The mad is either insane or he is composing verses.

-Quintus Horatius Flaccus– Satirae, II

Insightful Literature Quote:

“Out, out, brief candle! Life's but a walking shadow, a poor player that struts and frets his hour upon the stage and is heard no more. It is a tale told by an idiot, full of sound and fury, signifying nothing.”

-William Shakespeare-

MacBeth

Minutes by Zhaoyang (Tim) Liu