



Church Teachers' College

ALUMNI Association Inc.

Mandeville | Jamaica

Minutes of the Annual General Meeting (AGM)
of the Church Teachers' College Alumni Association Inc. (CTCAAI)
held at Church Teachers' College, Mandeville, Jamaica on July 27, 2013

Attendees: See attached list

Apologies: Secretary Clover Hughie-Scott, Treasurer Barry Farquharson, Asst. Secretary Heather Kettle and Director Dwight Kettle

Call to Order: 3:04pm

Welcome: The meeting was called to order by President Michael Andrews who invited Association Member Crouse Campbell to deliver the prayer.

The President welcomed everyone to 3rd Reunion weekend and Annual General Meeting. He introduced Principal Garth Anderson; Roy Davidson, President of NAJASO; and Carmin Ward, Association Representative on the CTC Board. The President informed the meeting that the reunions continue to be a work in progress and anticipates they will improve as the years go by, thus inspiring members to give to our alma mater whether in cash or in kind. He expressed appreciation to everyone for coming and for the time that they give to the college. The President acknowledged the efforts to create an association years ago and trusts that this attempt will produce a more solid group, hence the birth of CTCAAI – a registered company in the state of Florida, USA. He explained that it did not mean that members had to live in Florida as it is a global organization of persons who come together to serve for the good of the college. The benefit from a USA registered organization was the tax privileges for persons who lived and made financial contributions to the College through the Association. The expectation by CTCAAI's Board of Directors is to have chapters all over the world.

The President introduced Board members 1st Vice President Hepburn Davis, 2nd Vice President Alejandro Wilson, Asst. Treasurer Errol Tomlinson, Communications Director Liz Smith, Acting Vice Principal of CTC and Board Director Aggett Crosbie and Ex-Officio Board Member Crouse Campbell.

The President confirmed that the Board, which may have up to 19 members, is comprised of Officers and Directors. All Chapter Presidents are members of the Board of Directors.

Update on Mandeville Chapter: Mandeville Chapter President Anthony Norman extended welcome to all members present. He informed the meeting that the Chapter's Annual AGM was held on May 27, 2013. As President-Elect Ramonia Smith requested to be vacated from the office, elections for the position were imminent and he was elected President. Also elected were Maxcine Headley, Vice-President, and Juley Wynter-Robertson, Secretary. Elections are in order for a Treasurer who advised their meeting that she was not going to be available. The Chapter President expressed concern as to how he could overcome the struggles of sustaining Association as members were not attending the meetings; however he was excited at the prospects of the organization and what could be done to achieve this.

CTCAAI Committee: The 1st Vice President introduced and described the following present and proposed committees of the CTCAAI Board:

- The Finance Committee, headed by the Treasurer, is responsible for all treasury and financial matters of the Association. The Committee receives oversight from the 1st Vice President.
- The STAR Committee, headed by a Manager, oversees and monitors awards, scholarship, grants and bursaries that are provide to present and prospective students at the College.
- Proposed committees are the: -
 - o Rules committee to ensure compliance with the CTCAAI's Articles of Memorandum and By-Laws, and any other laws that govern the Association.

- o Events committee to be responsible for arranging events specific to member activities.

The 1st Vice President mentioned importance in giving.

STAR Committee: Manager of the STAR Committee, Marilyn Barnett, delivered the attached written report. The acronym means Student Teachers' Assistance through Reciprocity (STAR). A total of six students, including Felika Hunter omitted from those listed in the report, received JMD535,570.00 altogether in scholarship, award, grant and bursary. The newest contribution was the Kerr-Jarrett Gift of Hope award which is slated to continue yearly over a five year period. Other scholarships/bursaries may be donated to the College but administered under CTCAAi however all contributors are encouraged to go through the Scholarship Committee in order to establish consistency of all grants. One of the STAR recipients, Kimberly Walters, graduated this year and the Association extends best wishes and continued success in her endeavors. Thanks was extended to members of the STAR Committee for the hard work and tireless efforts.

STAR Committee members are Marcia Rose, Liz Smith, Aggett Crosbie, Errol Tomlinson, Alejandro Wilson and Michael Andrews.

Association Member Roy Davidson enquired about the application /award process explaining that NAJASO had a Marcus Garvey Scholarship which the students applied for nationally. The meeting was informed that the availability was announced on the College website and via email to all staff and students. The applications are received from the applicants via email and reviewed by members of the STAR Committee. Each applicant attends an interview with the Committee followed by consultation with the Principal to determine need and opportunity for other scholarships. The Principal is advised of the decision; followed by an announcement to the successful candidate. All other candidates are advised of the outcome however as far as is possible the Committee seeks to assist all applicants. During the course of the year, contact is maintained with the scholarship recipients to provide not only financial support but any other support that is required for their success. The President thanked the Manager for her delivery.

NAJASO National and California Boards: The President asked Association member Roy Davidson to inform the meeting about the Association. Member Davidson shared that he was President of the National organization and California Board. He explained that acronym NAJASO stood for National Association of Jamaican & Supportive Organizations, Inc., a non-profit, tax-exempt umbrella Association of Jamaicans and supporters throughout the United States and internationally to address immediate problems which primarily affected their communities in the United States. Last year NAJASO supported some 134 organizations abroad; and what he does for CTC is part of the worldwide movement. He added that he is committed to seeing the development of the College.

The President responded that the benefit of being a member is to be able to assist the College, encouraging members to make themselves available to serve. He continued that the Association anticipates establishing at least two additional chapters.

Principal's report: Principal Garth Anderson reported that the College continues to grow and develop despite the struggle due to the economic situation. There are currently 700 students which has increased with the opening of a new campus. Work is in progress towards establishing distance education. The LSE Mathematics programme which they developed has been handed to the University of Technology. The College's continued collaboration with Temple University has progressed into a doctoral programme. New classrooms have been added to the campus by way of the Kenneth Thaxter building. Expansion to the Chapel scheduled to be completed by August 19, 2013 will seat some 800 persons. Continued work is in the area of technology to have white boards available for student teaching. Thanks were expressed to the Alumni for providing over 2000 new titles to the Library which is now fully air-conditioned. He added that a museum has been established in the Library and contains the speech from the first principal of the College. The swimming pool that was out of commission for the last 2 decades has been restored and is now serving the College and community. The Science Centre is scheduled to begin in January 2014 and will be the future Math and Science Dept. and looks forward to the Association's support. The Centre will be located on the other side of the field.

College Road is to be extended to Grove Road so that there will be one entrance and one exit. The Principal continued that he also looks forward to having Association members sit on the committee to celebrate the 50th anniversary in 2015. He added that invitations have already been sent to persons to sit on the committee who will begin meeting in January 2014. Another project on the horizon is the establishment of a CARE Centre to assess and evaluate students from early childhood upwards so that persons in central Jamaica will not have to travel to Kingston. The Principal said that CTC continues to be the college of choice as at CTC we don't just train teachers but also doctors, lawyers, etc.

At questions from the floor regarding funding, university status, membership database, status among colleges, Brown's Town campus, and scholarship candidates giving back to the College, the Principal responded that funding is received from students paying their tuition and managing what little they have in their treasury. A number of criteria items are required in order for the College to fulfill eligibility for university status which is not possible at present. He has been appointed Dean of the eight colleges in Jamaica which means that he has oversight of them and is part of the management team. The Brown's Town campus is holding its own.

The Principal thanks the past students who have supported the college. In addition to CTCAAI, the Mandeville Chapter has given bursaries, grants, etc; also individual alumni have contacted the college to give without publicity and this number, totaling about 15 students over the year. He confirmed that the recipients give back to the College in a number of ways.

Membership: 2nd Vice President responsible for Membership delivered the attached report. He informed the meeting that although the membership had grown over the years, there was some disappointment at the rate in which this it was occurring. The Yahoo! Group has 280 members and Facebook has 592 members however only a small number of members who have pay dues. In sharing the following quote by an author unknown: "If you want to go fast, go alone. If you want to go far, go together.", he encouraged members to volunteer or increase their involvement by serving on the Association's Board of Directors.

Special thanks were expressed to members for leaving great notes and setting wonderful examples through their membership, your involvement, and support.

At Association member Davidson's comment regarding a database of all past students, the Mandeville Chapter President replied that there is a students' management system which rolls their student status into alumni status once they have graduated.

The Mandeville Chapter President suggested the formation of groups in Montego Bay, Kingston and Brown's Town and organizing a forum such as the AGM to get all individuals to meet and discuss the way forward. Association Member Roy Davidson suggested a secretariat at the College as a means of reaching to the present splinter groups, volunteering to reach out to those within the Jamaican community. He added that there may be a need to look at the leadership in Jamaica and develop a structure to reach out to those members. The 1st Vice President suggested that the Association recruits its members from the current student population. In responding to all of the recommendations, the President thanked everyone for their contribution to the discussion, replying that membership growth was something that required much thought which the Board would discuss in its next meeting.

Election: The President explained the Association's process to support business continuity. He told the members that he was seeking their support in returning the current members to their current positions on the Board. The President explained that everyone can be a member but voting rights are awarded to paid-up members only.

At the question regarding the Mandeville Chapter, the Communications Director said that Association Member Anthony Norman told her that he was the Chairman and not President of the Mandeville Organizing Committee. Those elected were: Hepburn Davis – 1st Vice President, Collington "Barry" Farquharson – Treasurer, Elizabeth "Liz" Smith – Secretary, and Pamela Rose, Eulalee Bartley, Aggett Crosbie and Anthony Norman – Directors. Board Director Crouse Campbell was appointed Auditor of the Association's affairs.

The President explained that the by-laws were first drafted by a focus group who spent some 6 months on it; then a group including the Communications Director reviewed it for about 8 hours one day; following that the Communications Director pulled it all together to produce the final document.

Finance report: The Asst. Treasurer's read his report which will be provided to the Secretary to include in the minutes of the AGM. The balance in the account held in Florida is USD3425.00. Association Member Maxcine Headley enquired about the balance in the account held in Jamaica and the Mandeville Chapter President replied that he would provide the information to members.

In supporting the Asst. Treasurer's report, the Communications Director encouraged members to pay their dues and also to contribute to fundraisers. She explained the need to support both were in relation to **meeting** the administrative demands of the Association, funded by the receipt of dues. Funds received from fundraising were used to finance the Association's projects such as the STAR programme and requests from the College for example tiling the Chapel and restoring the swimming pool.

New Business

1. Members' Marketplace: At the President's invitation to share the concept with the **meeting**, the Communications Director said that this was an opportunity for members of the business community and Association members to benefit by way of a cost-benefit programme. Members of the Association would gain from discounts or any other offering by the business partner who would benefit from increased sales and advertising. She invited Association members who are strongly connected with the business community in Jamaica and other parts of the world to submit names to the Board and approach such organizations on the Association's behalf. Special invitation was issued to Association Member Roy Davidson who appeared to have a wide network of prospective business partners.

Any Other Business

- 1. Amendment to the By-Laws:** The 1st Vice President recommended an amendment to the by-laws to include the male and female presidents of the current student body of the College.
- 2. Awards category:** The President proposed that this be tabled for further discussion. All agreed.
- 3. Physical Education:** Head of CTC's Physical Education Dept. and Association Member Claudeth Jones requested the Association gives serious consideration to awarding scholarships to students in the area of sports, which is popular in many organizations. Her recommendation was to begin with three scholarships for Netball, Football and Cricket. The Member reported that she has encouraged students to apply for a scholarship and believes that an application has been submitted. Other areas of need include track shoes, spikes and similar sporting gear. She informed the **meeting** of their plan to compete in the National Cheerleading competition which is an expensive venture as it requires uniforms. Association Member Roy Davidson supported the Member in her request as sports is a great economic aspect. At the 1st Vice President's question regarding a prepared document, the Member replied that there is an action plan.

Closing: With no further business, the President Mike thanked everyone for attending and participating in the business of the Association, in particular its scholarships, dues and fundraising activities.

Adjournment: The **meeting** was adjourned on a motion by the 2nd Vice President; seconded by the Asst. Treasurer.

Time: 5:24pm

Liz Smith
CTCAAI Secretary
R2R – Return to Reciprocate