

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

13 December 2022

Executive Committee (limited) Meeting Minutes

Meeting Called By	Executive committee (Limited)
Type of Meeting	Fund Allocations
Facilitator	Gamini Dharmasena
Next meeting	TBD
Attendees	Gamini, Jayanta, Udaya, Ravi,

The meeting commenced at 9.00 pm eastern time.

Agenda Topic	Annual get-together fund allocations
Discussion	Committee discussed about possible projects
Conclusions	<ul style="list-style-type: none">• Wifi Project- Cost, logistics and technical details needed to be explored.• Wala Project – Jayantha informed that this project maybe funded by US embassy.• Student scholarships – Need to support students from all faculties. Fund via fixed deposit opened in SL or transfer money directly from the US.• Jayantha discussed about the types of scholarships; merit or need based.• All four members agreed that we need to select the most effective projects.• Gamini will meet the president of UPAA SL president and have a fact-finding meeting during his trip to Sri Lanka in a few days.• Committee emphasized not being involved with any kind of politics in selecting and funding projects. One idea was to open a local bank account in SL and entertain suitable projects funding from this account so that the total control will be with our association avoiding a third party like UPPAA Sri Lanka• Jayantha will create an end of year message with a newsletter to be sent out to the entire membership.• Committee decided to have a zoom meeting with members living in the DC area to discuss about the 2023 get together (sometime in January)

The meeting concluded at 9.30 pm eastern time.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

21 November 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Fund Allocations
Facilitator	Gamini Dharmasena
Next meeting	TBD
Attendees	Gamini, Jayantha, Sasanka, Yasmin, Udaya, Ravi, Vincent, Sujeewa, Pubudu

The meeting commenced at 9.00 pm eastern time.

Agenda Topic	Annual get-together fundraising final accounts
Discussion	UPAAUSA treasurer presented the final accounts of fundraising account bookkeeping
Conclusions	<ul style="list-style-type: none">• Committee approved the fundraising budget presented by the treasurer; Final cash raised is approximately \$9000• Committee approved the template of official letter of donation received by UPAAUSA to each donor• Treasurer will send official letter of donation to each donor including the donors who extended services in lieu of cash donations

Agenda Topic	Donations allocations
Discussion	Committee discussed the following key points as how to manage the funds raised during the annual get-together help in Sept. 22 in NJ
Conclusions	<ul style="list-style-type: none">• According to the Uni of Peradeniya Alumni Association (UPAA) based in Sri Lanka, there is a lot of politics involved in assigning student scholarships and the faculty is not interested in managing scholarships due to corruption• UPAA- Sri Lanka recommendation is to use our donations for infrastructure projects instead• US Ambassador in SL has shown interest in finding funds for “Wala” project• UPAA- Sri Lanka recommends that UPAAUSA sends a letter to the Ambassador about our involvement with the project• Committee agreed to stay put for another couple of months and observe the progress of “Wala” project before we make any commitments to that project• The wifi project is another project that we can support but that project is not well defined yet• Gamini will contact UPAA Sri Lanka and other official during his trip to Sri Lanka in December• Jayantha will facilitate the meetings with Gamini and Sri Lankan counterpart

- The main need is aligned with infrastructure projects as there are many organizations helping with student scholarships already
- Encourage each faculty to come with a model similar to established with medical faculty to support needy students by outside organizations
- Start a pilot program and support each faculty in small ways at the beginning

Agenda Topic

Next regional event, new EC members & 2023 Annual get-together

Discussion

Committee discussed about the location for the 2023 get-together and possible new member

Conclusions

- Committee ruled out NJ as the location for 2023 event
- Jayantha pointed out many positive points about having the 2023 in Washington DC area
- The next regional event should be the Maryland meeting and Saranath and Ifaaz can initiate organizing the event; target date should be in 2023 January
- Should finalize the venue and make reservations ASAP for the event
- Discussed about possible new EC members (Ananda from AZ, Siva from NJ, Bambaradeniya, Jayantha from MD)
- Committee discussed about the protocol of adding new EC members (5 members)
- Possible venues for future regional meetings could be Maryland, Arizona, Ohio
- Send out the next newsletter by end of this year

The meeting concluded at 10.00 pm eastern time.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

20 September 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Final Preparations for the in-person event in September
Facilitator	Mr. Gamini Dharmasena
Next meeting	TBD
Attendees	Gamini, Jayantha, Sasanka, Asoka, Yasmin, Sanath, Udaya, Saranath, Ravi, Iffaaz, Vincent, Pramuditha, Sujeewa, Nalin, Viranga

The meeting commenced at 9.00 pm eastern time.

Agenda Topic	Logistics and organizing efforts for a successful in person gathering on Sept 24th.
Discussion	Committee discussed the following key points to make the annual get-together a success with a profit so that UPAAUSA could contribute to the University of Peradeniya projects.
Conclusions	<ul style="list-style-type: none">• Committee wished “Happy Birthday” to Jayantha• Gamini updated about ticket sales; still holding 150 headcounts as projected• Gamini updated the EC with his trip the RAP on the 18th with all final details; RAP will be free from 1pm onwards.• Gamini confirmed that wifi will be available without any problems; Kahoot will be played with 2 persons per table• Gamini informed that the vendor would set up projector 3pm• Gamini informed about the logistics involved with drinks (delivery to the location plus chilling)• Gamini presented about the logistics for Food.• Committee discussed about the final payments and approved all payments provided the vendors will issue receipts for each check• Committee decided to play Kahoot soon after dinner• Committee discussed about the clean up logistics after the event. All left over drinks will be collected by Sujeewa and be returned to the store. Gamini will gather all table décor and booth sale information. The event has to be ended by 12am• Committee started a conversation about storing stage décor for the next year.• Committee will meet at 12.15 pm at RAP, Jayantha offered everyone lunch and Sasanka will pick up food from Sigiri at noon.

The meeting concluded at 11.00 pm eastern time.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

12 September 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Preparations for the in-person event in September
Facilitator	Mr. Gamini Dharmasena
Next meeting	Sept. 20th, 2022
Attendees	Gamini, Jayantha, Udaya, Ravi, Vincent, Pramuditha, Sujeewa, Pubudu, Nalin, Viranga

The meeting commenced at 9.00 pm eastern time.

Agenda Topic	Logistics and organizing efforts for a successful in person gathering on Sept 24th.
Discussion	Committee discussed the following key points to make the annual get-together a success with a profit so that UPAAUSA could contribute to the University of Peradeniya projects.
Conclusions	<ul style="list-style-type: none">• Committee decided to play the UoP song in Sinhala and Tamil as Tributed to UoP.• Committee discussed the technical issues associated with operating the projector and sounds.• Pramuditha presented the final version of the program brochure.• Gamini presented ticket sales data and informed that still the projected headcount is holding at 150 as expected.• Udaya presented the latest version of the tickets.• Gamini discussed about the projected expenses.• Gamini will send the Event Day assignments/responsibility document to everyone• Committee discussed about the payment and due dates for all the service, food & all misc items• Sujeewa presented his findings about purchasing wine and beer (vendor and total cost)• Committee discussed the logistics involved with hot drinks (tea, coffee etc)• Jayantha will run the Kahoot game• Viranga presented about logistics behind getting UoP merchandise from Sri Lanka.• Jayantha presented an update about the table décor• Committee decide to keep the logo background white (as it is)• Gamini will update the website with event agenda

The meeting concluded at 10.45 pm eastern time.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

7 September 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Preparations for the in-person event in September
Facilitator	Mr. Gamini Dharmasena
Next meeting	Sept. 12 th , 2022
Attendees	Gamini, Jayantha, Udaya, Yasmin, Asoka, Saranath, Iffaz, Ravi, Vincent, Pramuditha, Sujeewa, Pubudu

The meeting commenced at 9.00 pm eastern time.

To begin the meeting, Mr. Secretary presented the meeting minutes from 25 August 2022 EC meeting. Mr. Jayantha highlighted key items from the last meeting. Mr. Iffaz proposed the meeting minutes to be accurate and Ms. Yasmin seconded the minutes to be accurate.

Agenda Topic Discussion	Logistics and organizing efforts for a successful in person gathering on Sept 24th. Committee discussed the following key points to make the annual get-together a success with a profit so that UPAAUSA could contribute to the University of Peradeniya projects.
Conclusions	<ul style="list-style-type: none">• According to current sales data, EC is expecting the total headcount would be 150. Committee briefly discussed different ways of selling more tickets.• Committee also decided to have a credit card machine to sell tickets and UoP merchandise at the gate.• Saranath will buy 200 name tags & Gamini will make all name tags with 2 drink tickets. Gamini will buy drink tickets. Name tag will have Name, Fac, Year (or Guest)• Committee discussed about the format and content of the program brochure. Jayantha, Sujeewa & Pramuditha will take care of the Program brochure. Jayantha has already found a sponsor for printing• Gamini presented the task list for Sept. 24th and committee discussed the assignments for various tasks (signs, tickets, stage props, photo booth, sounds, projector, rehearsal etc)• Gamini will donate all soft drinks; Jayantha, Ravi, Sujeewa, Sanath, Udaya will donate Wine and Beer.• Yasmin presented the program schedule and committee made a few changes.

The meeting concluded at 11.45 pm eastern time.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

25 August 2022

Executive Committee Meeting Minutes - Summary

Meeting Called By	Executive committee
Type of Meeting	Preparations for the in-person event in September
Facilitator	Mr. Gamini Dharmasena
Next meeting	Sept. 7 th , 2022
Attendees	Gamini, Jayantha, Udaya, Yasmin, Asoka, Saranath, Sanath, Iffaaz, Ravi, Nalin, Vincent, Pramuditha, Sujeewa, Viranga

The meeting commenced at 9.00 pm eastern time.

To begin the meeting, Mr. Secretary presented the meeting minutes from 11 August 2022 EC meeting. Mr. Jayantha highlighted key items from the last meeting. Mr. Sanath proposed the meeting minutes to be accurate and Mr. Iffaaz seconded the minutes to be accurate.

Agenda Topic Discussion	Logistics and organizing efforts for a successful in person gathering on Sept 24th. Committee discussed the following key points to make the annual get-together a success with a profit so that UPAAUSA could contribute to the University of Peradeniya projects.
Conclusions	<ul style="list-style-type: none">• Mr. Jayantha emphasized taking advantage of LinkedIn connections to sell more tickets at least about 150.• Mr. Sujeewa pointed out the importance of accommodating kids to increase the participation. The committee decided to first find the head count of the kids and finalized the table arrangement. Mr. Gamini will update the website so that families can buy tickets for kids• Committee decided to charge \$50 for kids with age 12-5 yr and free for the kids under 5 yr old.• Committee approved the dress code: Business Casual• Committee decided to avoid expensive table decor and instead use UPAAUSA flags and other low-cost items as a center piece for each table.• Committee discussed about name tags (feasibility of distributing name tags, content etc). Name tag will include drink tickets.• Mr. Gamini informed that all food would have the Halal rating and the food menu will be available by Sept. 7th.• Committee decided to forgo the Raffle idea and instead sell Pera T-shirts for \$20 each• Ms. Yasmin discussed about the program agenda (and timing) on Sept. 24th. Mr. Nalin and Ms. Yasmin continued to explain about the basic and critical requirements, needs and other logistics in detail. Mr. Nalin explained about the logistics about rehearsal and related events• Mr. Gamini will create the finalized task list with names of the volunteers.• Committee decided that only Uni of Pera anthem will be played (in Sinhala & Tamil)

- Mr. Jayantha presented the outcome of the logo selection votes gathered from the EC members. Accordingly, the committee select the logo which received the highest logo. However, a few minor changes to that logo were discussed.
- Mr. Udaya discussed about the changes of the ticket format. Mr. Gamini will update the website with kids' tickets

The meeting concluded at 11.25 pm eastern time.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

11 August 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Preparations for the in-person event in September
Facilitator	Mr. Gamini Dharmasena
Next meeting	25 August 2022
Attendees	Gamini, Jayantha, Sasanka, Udaya, Yasmin, Asoka, Saranath, Sanath, Sujeewa, Iffaaz, Ravi, Nalin, Pubudu, Viranga

The meeting commenced at 9.00 pm eastern time.

To begin the meeting, Mr. Secretary presented the meeting minutes from 28 July 2022 EC meeting. Mr. Jayantha highlighted key items from the last meeting. Mr. Nalin proposed the meeting minutes to be accurate and Mr. Ravi seconded the minutes to be accurate.

Agenda Topic Recruiting members for the in person gathering.

- Conclusions**
- Each EC member should sell 10 tickets
 - Nalin gave a brief update on music and entertainment. Need more volunteers by the end of August. Committee also encouraged we should have a Tamil song as well.
 - Gamini updated the food arrangements. Must verify about bar set up and silverware etc. Ravi suggested about have a cash bar for those need more drinks than the free drinks.
 - Sujeewa spoke about the outreach efforts. People are reluctant to travel from out of states and maybe we should focus more on the tristate area.
 - Jayantha updated about the fundraising activities. A raffle ticket will be marked as \$5 and raffle items will include t-shirts and other Peradeniya related items.
 - Jayantha presented the logo ideas pitched thus far.
 - Udaya presented the ticket design. Gamini updated about the donation and ticket buying options in the UPAA-USA website
 - Jayantha also updated that New Jersey requirements of fund raising. He requested Udaya and Gamini to read the document
 - Sasanka is required to give an update on photobooth during the next meeting.
 - Jayantha gave an update on Sri Lankan chapters and other chapters to emphasize potential of attracting members.
 - Mr. Iffaaz asked about other artwork that can be auctioned.

The meeting concluded at 10.50 pm eastern time.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

28 July 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Preparations for the in-person event in September
Facilitator	Mr. Gamini Dharmasena
Next meeting	11 August 2022
Attendees	Gamini, Jayantha, Sasanka, Udaya, Nalin, Yasmin, Vincent, Sanath, Pubudu, Ravi

The meeting commenced at 9.00 pm eastern time.

To begin the meeting, Mr. Secretary presented the meeting minutes from July 15th EC meeting. Mrs. Yasmin Ranasinghe seconded the minutes to be accurate.

Agenda Topic	Preparations for in person meeting was discussed
Discussion	Roles and responsibilities for the in-person meeting was discussed by the EC members and updates from assigned tasks were inquired.
Conclusions	<ul style="list-style-type: none">• Mr. Nalin updated about the sounds/music preparation for the September event.• Sasanka will be coordinating the projector setup. Mr. Gamini was asked to check for a backup projector and time the hall can be occupied for decoration purposes.• Mr. Vincent will be leading the stage decorations. He agreed to bring the decoration items the day before the event. Sasanka and few others will be helping to arrange the decorations before the event starts.• Ticket counter will be handled by Mr. Saranath and Mrs. Chithra.• Mr. Jayantha updated about the fund-raising committee.• Mr. Jayantha also said we need to increase the awareness about the event and try to increase the participation.• Mr. Jayantha also said he will be planning to block a lot of hotel rooms for the guests. He said we will not be held responsible if the rooms were not taken by the guests.• Sasanka updated about the photo booth, backdrop, and event ticket design. Sasanka agreed to send a picture of the photo booth arrangement and modify the ticket based on the suggestions given. Mr. Udaya agreed to talk to his contact about the ticket and other printing needs.• Committee decided to arrange a regional meeting to advertise about the in-person event which will tentatively be held in the next two weeks.

The meeting concluded at 10.50 pm eastern time.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

22 Jun 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Donation via UPAAUSA website - setup meeting
Facilitator	Mr. Gamini Dharmasena
Next meeting	TBA
Attendees	Gamini, Jayantha, Udaya

Summary

- Importance of being able donate via UPAAUSA website was discussed.
- Compared all reputed online methods and narrowed down to one vendor
- Outside expert help was discussed

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

11 Jun 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Regional leadership team meeting
Facilitator	Mr. Gamini Dharmasena
Next meeting	22 Jun 2022 at 7.00 pm eastern time
Attendees	Gamini, Jayantha, Ravi, Sujeewa, Viranga

Summary

- New regional leaders were welcomed and the purpose of UPAAUSA was introduced to new members.
- Roles and responsibilities were of regional members were explained
- Ways of supporting the university of Peradeniya and students discussed

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

07 Jun 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Regional leadership team formation initiation meeting
Facilitator	Mr. Gamini Dharmasena
Next meeting	11 Jun 2022 at 1.00 pm eastern time
Attendees	Gamini, Jayantha, Sasanka, Udaya, Pubudu

Summary

- Roles and responsibilities for regional leadership teams were discussed by the EC members. Those responsibilities were listed as 1. Increase awareness of the association, 2. Invite members for September event, 3. Initiate regional meetings and other activities.
- Each task leader was asked to present a tentative budget. Mr. Gamini updated on the food budget. Committee suggested \$100 will be a fair prize for the ticket with a good margin for charitable work the organization has planned
- Committee discussed about other tasks such as printing tickets, designing a logo, update the association website to be able to sell tickets.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

19 May 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	September Event
Facilitator	Mr. Gamini Dharmasena
Next meeting	19 May 2022 (Prep meeting for regional leaders meeting)
Attendees	Gamini, Udaya, Ravi, Yasmin, Asoka, Sujeewa, Pramuditha, Saranath, Jayantha, Vincent, Iffaazz

Summary

- Committee members discussed about the tentative event program & regional leaders meeting
- Continued to identify more regional leaders and inform them about the upcoming meeting on June 11th at 1pm (EST) – Gamini, Jayantha, Asoka, Vincent & Udaya
- All EC members were asked to be involved in organizing the Sept event. Volunteer for various tasks were nominated.
- Seven major tasks were established, and leaders were selected. Two event managers were assigned
- Each task manger was asked to come up with a budget for his/her assigned task.
- Possibility of having a local potluck event was discussed

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

12 May 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	September Event
Facilitator	Mr. Gamini Dharmasena
Next meeting	19 May 2022 (Prep meeting for regional leaders meeting)
Attendees	Gamini, Udaya, Ravi, Yasmin, Sujeewa

Summary

- Committee members discussed about the tentative event program & regional leaders meeting. Discussions included calling identified regional leaders, identifying more candidates, send invitations to the regional leaders regarding the regional leader meetings.
- An EC meeting was scheduled on 5/19 at 9pm to prep EC members for the May 21 meeting with regional leaders.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

28 April 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	September Event Kickoff meeting
Facilitator	Mr. Gamini Dharmasena
Attendees	Gamini, Jayantha, Udaya, Ravi, Pramuditha, Viranga, Sujeewa, Pubudu, Vincent, Yasmin

- Committee members discussed how to make a framework to organize the annual get-together in September 2022. This included delegating tasks to EC members and appoint regional leaders to send the message locally to the members.
- Decided to have an organizing meeting including the regional leaders on May 21st
- Treasurer Mr. Udaya confirmed that the Federal and State taxes were filed.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

21 April 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Post networking session evaluation meeting
Facilitator	Mr. Gamini Dharmasena
Next meeting	28 April 2022 (Activities related to in person gathering)
Attendees	Gamini, Jayantha, Udaya, Ravi, Pramuditha, Saranath, Viranga, Sasanka, Sujeewa, Pubudu, Vincent

- Committee members discussed and agreed that the career workshop event was a big success. Committee members overall had gotten lot of positive comments about the career workshop event, and thanked Mr. Pramuditha and Mr. Ravi for their commitment to make this event a success.
- Committee decided that the next event should be something beneficial for the student community in Sri Lanka. As of this, it was brought up that helping fresh graduates in Peradeniya by organizing a workshop regarding higher education opportunities in USA would be a timely discussion.
- Given the financial situation in Sri Lanka, the committee decided now would be a great time to financially support University of Peradeniya.
- It was decided that a good use of funds raised from the in-person event would be to grant scholarships to University of Peradeniya undergraduates, renovating the Sarathchandra open air theater, and providing essential medical supplies to the university health center.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

09 April 2022

Career workshop and panel discussion

Meeting Called By	Executive committee
Type of Meeting	Career development workshop and panel discussion
Facilitator	Mr. Gamini Dharmasena
Attendees	Executive committee and over 30 guests from across the US

Summary

- The meeting started at 3.00 pm eastern time. The meeting host Mr. Pramuditha Perera welcomed all the guests and attendees.
- Mr. President Jayantha Amarasekara briefly addressed the gathering behalf of the UPAA-USA and discussed about our mission to facilitate networking, hold activities within members, and initiate charitable events towards the University of Peradeniya.
- Kicking off the first item of the meeting agenda, Mr. Ravi Ranathunga, a talent recruiter for Proctor and Gamble presented his experience as a recruiter.
- Invited professionals introduced themselves to the gathering during the second session and answered questions from the attendees. Many questions related to different fields were answered by the panelists. Members thanked the organizing committee for the informative career development session.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

06 April 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Career panel and employment workshop preparations II
Facilitator	Mr. Gamini Dharmasena
Attendees	Gamini, Jayantha, Ravi, Saranath, Sasanka, Pramuditha

Summary

- Executive committee members gathered and discussed the final preparation hurdles and ideas for the workshop event.
- Mr. Pramuditha updated the gathering about the feedback gotten from the facebook event group. He said ~90 individuals have shown interest to join the event.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

31 March 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Career panel and employment workshop preparations II
Facilitator	Mr. Gamini Dharmasena
Next meeting	06 April 2022
Attendees	Gamini, Jayantha, Sasanka, Saranath, Ravi, Pramuditha

Summary

- Executive committee members gathered discussed the final preparation hurdles and ideas for the workshop event.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

23 March 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee career panel and employment workshop subcommittee
Type of Meeting	Career panel and employment workshop preparations
Facilitator	Mr. Gamini Dharmasena
Next meeting	31 March 2022
Attendees	Gamini, Jayantha, Sasanka, Udaya, Ravi

Summary

- The subcommittee discussed about the progress of the career workshop event so far and hurdles they had come across, including finalizing a time that works for the majority.
- Mr. Ravi Ranathunga confirmed the participation of following professionals as panelists.
 1. Ms. Geethani- Government/national lab- NIH
 2. Dr. Rasika Dias- Academia- University of Texas at Arlington
 3. Dr. Ravi Ranathunga- Industry- P&G
 4. Ms. Disna- Immigration law- Attorney of Law

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

24 February 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Post networking session evaluation meeting
Facilitator	Mr. Gamini Dharmasena
Attendees	Gamini, Sujeewa, Jayantha, Sasanka, Sanath, Yasmine, Iffaaz, Pramuditha

Summary

- The committee discussed ups and downs about the networking session UPAA-USA had on 17th February 2022. The committee came up with ideas to improve future meetings from the feedback they had received from the members.
- Committee openly suggested ideas and plans for future gatherings. This included networking sessions, career fairs, events that benefits students of UoP, financial aid to UoP and so on.
- IRS not for profit status and responsibilities were discussed by the committee. Efforts to keep the bookkeeping and donations transparent was noted as a key responsibility.
- Committee discussed about membership drive efforts, in person gathering efforts, and delegating essential work among the committee members for these crucial tasks.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

17 February 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	General meeting and networking session
Facilitator	Mr. Gamini Dharmasena
Next meeting	25 February 2022, Post networking event executive committee meeting
Attendees	Executive committee and over 100 members/guest invitees from across the US

Summary

- Addressing the meeting Mr. President Jayantha Amarasekara welcomed all the guests and attendees.
- Several executive committee members including Mr. President delivered key messages to the gathering regarding the progress of the society thus far.
- The main event of this meeting was to introduce former faculty/staff members of UoP who lives in the USA. Invited faculty/staff members were introduced by their executive committee member hosts. Guests introduced themselves and spoke about their time in Pera and about their present activities in the USA.
- An invited mystery singer/former Peradeniya faculty member sang a Pera related song to the audience without sharing their video. The audience was then asked to guess who the singer was. Several attendees guessed that it was Professor Oliver Illeperuma, and rightly so, he revealed his identity and addressed the gathering. Professor Illeperuma said he is a very rich man because “you all are my treasures” referring to all his now established former students from Pera gathered in the audience.
- Concluding the event, Mr. Secretary, Gamini Dharmasena thanked all the distinguished guests and attendees for their participation. He then gave a brief overview about the future events that will be planned by the executive committee of UPAA-USA

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

03 Feb 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Plans for the next general meeting on 17 Feb 2022/ other updates
Facilitator	Mr. Gamini Dharmasena
Next meeting	Tuesday 8 th Feb (Prep meeting), Thursday 17 th February (AGM for 1 st quarter)
Attendees	Meeting started at 9.00 pm EST with EC committee members: Gamini, Sujeewa, Sasanka, Udaya, Iffaaaz, Saranath, Yasmine, Jayantha, Nalin, Pramuditha, Viranga, Sanath, Pubudu

Summary

- Mr. Sujeewa discussed about the plan to move forward with appointing regional leadership teams. He suggested several names for each regional divisions and discussed about potential candidates with the executive committee members who will be leading the regional leadership.
- Mr. Jayantha pointed out that our website is not accessible using high security computer systems such as work computers, and this needs to be addressed.
- Mrs. Yasmine spoke about the general arrangements for the in person meeting as of now. September 24th will be the tentative date for New Jersey gathering.
- General meeting will be conducted with the participation of several invited faculty members that are in higher education sector in the USA. This event was planned to promote networking between members. Mr. Jayantha outlined the tentative agenda.
- Preparation session for AGM was conducted. Committee discussed meeting ideas for the future meetings, faculty attendee list, finalizing the association logo, creating and updating a master email list.

THE UNIVERSITY OF PERADENIYA ALUMNI ASSOCIATION – USA

06 January 2022

Executive Committee Meeting Minutes

Meeting Called By	Executive committee
Type of Meeting	Updates and developments. Plans for the next general meeting
Facilitator	Mr. Gamini Dharmasena
Next meeting	3 rd February 2022
Attendees	Gamini, Sujeewa, Sasanka, Udaya, Iffaaz, Saranath, Yasmine, Jayantha, Nalin, Pramuditha, Viranga, Sanath, Pubudu

Summary

- Updates from the UPAA-USA website development team was discussed. Progress so far, whether the development team received all the documents needed to upload into the website, and what else is needed was discussed.
- Recruiting members to the organization via an organized state/region-based way was proposed by Mr. Sujeewa. Plan proposes to have four regional divisions (West, Midwest, south, northeast) covers all states under respective division, and a team of five appointed (can subjected to be changed later) regional leadership will move the recruitment forward.
- In preparation for the next general meeting, Mr. Jayantha addressed the committee and emphasized that the key goal of this meeting should be to have as many members as possible attend to the meeting.
- Secretary, Mr. Udaya discussed the 2021 budget. Once Mr. Udaya presented the budget, Mr. Jayantha approved it and Mr. Gamini seconded it.