

**Board of Alumni Meeting
February 24, 2008**

Members Present:

Chris Abbruzzese
Serena Cruz Walsh
Frank Dillow, Jr.
Terry Faw
Brian Gurski
Paula Hayes
Alan Humphrey Jr.
Melvia Kawashima
George Kline
David LaFrance
Myah Moore
Dana Plautz
Meredith Price
Lynn Roumagoux
Susana Sharp
Amelia Wilcox

Absent:

Gordon Alberti
Bob Godel
Carrie Goux
Patrick Hibbard

Staff Present:

Andrew McPheeters
Stephen LeBoutillier
Tanya Sloan
Bea Freilich
Bill Akers
Minda Heyman

8:00 AM: Meeting called to order followed by introductions

Meeting Documents

Packets of material were distributed to the Board.

Andrew McPheeters – Alumni Office Report

- McPheeters reported on the regional events with goal of 17 events by end of 2008 and the upcoming Asia trip with President Hochstettler, Greg Caldwell and Greg Volk in March. He reported on the upcoming event in Washington, D.C. funded by Trustee Fischer on April 28th. He also reported on the upcoming event in Honolulu in 2009.
- McPheeters updated the Board on the status of the silos -- relationships with programs on campus, i.e., Athletics, Admissions and the Board of Trustees.
- McPheeters reported on the Board of Trustees Task Force meeting, the data that his office collected and the outcome.
- McPheeters indicated his desire to have more informal and family-oriented events, depending on the regions visited. He has increased the Alumni Office's correspondence before an event and after. He indicated further that the Trustees are aligned in trying to obtain a new Science facility on campus and to support new initiatives.
- McPheeters reported that the Alumni Office's highest priority is the President's charge to create new volunteer networks by having strong class reunions.

Alan Humphrey - Introductions and Adoption of the Minutes

- Humphrey welcomed Board members and welcomed Serena Cruz Walsh back to the board meetings after a brief absence. He reported that due to her absences by Bylaws she

would have been off the Board but the Executive Committee voted to keep Sarena on the board by voting her back in the open position.

- A conference call discussion was held for members to call in instead of attending. A proposal was made by Meredith Price and discussed to use a beta test based on extenuating circumstances to be decided by President and not changed in the Bylaws.
- It was decided that a beta test for the conference call would be run from May 2008 to May 2009 and then be re-evaluated at that time.

Melvia Kawashima moved to run the pilot and not change the bylaws as amended by

Amelia Wilcox to contact President, then inform Andrew McPheeters if using conference call.

All in favor. None opposed. Motion carried.

Adoption of the Minutes

- The minutes from the October 21, 2007 meeting were adopted.

Humphrey moved to adopt the October 2007 minutes. All in favor. None opposed. Motion carried.

President's Report

- **Liasons**

- Bob Godel of the Albany Society has been elected Chair and will be attending future board meetings. Bob was not present at this meeting.
- Bill Akers of PAC reported on the new staff members and the President's support and reaffirmed commitment to athletics. He reported that PAC has 350+ members with a goal of 500. His plan is to get alumni involved with the college through athletics and getting the Fred Wilson endowment fully funded. He suggested sending out renewals to PAC with contributions yearly. He reported that there are no athletic scholarships.
 - A discussion on the relationship with athletics followed.

- **Other**

- Humphrey reported on the Trustees meeting and President Hochstettler's vision statement to "educate ethical leaders for interdependent world."
 - Follow up steps include refining for different messaging
 - Deeper understanding of core structure, i.e., classes and kinds of students recruited.
 - He will ask for permission to provide board members with copies of the Trustees report.
 - He reviewed the four recommendations by the Board of Trustees:
 - Articulate relations with all three alumni offices on campus
 - What's expected of alumni
 - What alumni expect of the college

- Matrix for effective relationship
 - How measured
- Begins first day student begins
- Improve data quality/collection
 - Benefactor obsolete, being phased out
 - Choosing vendor/timeframe 12 months with update to Board regarding conversion process
- Define most critical roles
 - No support system at college
 - Establish volunteers
 - Humphrey noted that the progress report is due to the Board of Trustees by October, 2008.
- A brief discussion was held regarding the Trustees report.

Committee Breakout

- Committee Chairs commented on the development of their committees and requested board members to volunteer for their groups. Breakout sessions were held and the Committee Chairs reported back to the Board.
- Meredith Price reported on the Portland Chapter. She indicated there would be no event kickoff over the next six months but is interested in marketing Portland Chapter using postcards and website. She is planning a Lewis & Clark Community picnic to include the Albany Society. She made further recommendations for events, i.e., working event, building careers and happy hour.

Minda Heyman – Career and Community Connections

- Heyman reported on her experience with Career and Community Connections and the challenges that students face after graduations because they are taught to think but are not career savvy. She stated she encourages students to use transferable skills by volunteering, internships, networking with alumni and resources to connect to career realm. She reported her office provides services for alumni two years out but beyond that, they are provided some consultation and resources. She reported that beyond five years, the resources are not effective and provide basic consultation. She noted that there is no matrix to measure the help to alumni but only the numbers helped are collected.

Break for Lunch with PIOS

- **Lunch Debrief**
 - Board members provided positive feedback to their lunch with students. Myah Moore stated it was the best use of their lunch. Susana Sharp suggested starting a Women's Group with women students.
 - Some suggestions were presented to improve the lunch with students:
 - Students with focus directed to certain board members
 - Alumni move from tables and not having the students move
 - Keep 2 board members at one table

- Add current work on table tents
- Prepare a cheat sheet for board members to use for resources on campus

Committee Reports

- A brief discussion was held about the upcoming board meeting on Mother's Day in May. It was decided to instead have the board meeting on Saturday, May 10 from 1 – 3pm and return to meeting following Legacy event. Committees will come to meeting prepared to report. Chairs will have action items out before meeting and Humphrey will post on website. Board members will walk in Commencement on May 11th.
- Terry Faw reported on the Administrative Committee. The nominations and election process was discussed. He noted that there are 21 voting members with a 3 year term; after first term run as incumbent for 2nd term, with 18 current filled positions, that leaves 3 positions open for new blood next year and the next. With the 2nd terms completed, need no one this year. This would leave no positions for new blood. Next will be Hibbard, 2 the following year, fill 2 this year, hold out 3rd for next year.

Melvia Kawashima moved and Amelia seconded motion to fill 2 open positions plus 5 returning provided administrative committee nominate 7 board vacancies within bylaws. All in favor. David LaFrance cannot vote. None opposed. Motion carried.

- Faw will review nominations and present ballot with 7 slots.
- Faw reminded board of upcoming election of President Elect after Humphrey finishes his term, to consider board members and give names to Administrative Committee and McPheeters by April 1st.
- Chris Abbruzzee reported that nobody volunteered for his committee so he had nothing to report. He indicated he would be drafting Carrie Goux and that Stephen LeBoutillier would lead the website project.
- Amelia Wilcox reported on the Board buddies project for new board members matched with senior board members and developing talking points. She requested board members to show force by attending more events on campus. She reported on the Honors Banquet and stated that Dana Plautz would provide visuals to be used during cocktails and the introductions of candidates with scrolling names and pictures.
 - A discussion was held to prepare an information packet for the candidate to include information on length and content of speech, travel stipend, invitation to stay on campus.
- Myah Moore reported on the Fundraising Committee's efforts to engage graduates into fundraising and initiate alumni into giving network to the college. Moore proposed that a letter be prepared from Alan Humphrey welcoming new graduates to giving network, matching \$1/graduate using the \$500 credit card fund into matching senior gift this year. A discussion followed.

Myah Moore moved to approve \$1/per graduate using funds from our credit card fund for this year, announcing at Senior Soiree and seconded by Melvia Kawashima. All in favor. None

opposed. Motion carried.

- George Kline proposed board members contribute targeted amounts yearly:
 - 0-5 years after graduation \$120
 - 5-10 years after graduation \$240
 - 10-15 years after graduation \$360
 - 15-20 years after graduation \$480
 - 20+ years after graduation \$600
- A discussion was held.
- Kline reported the goal was \$10,000. Myah Moore and Tamar Hare will be in charge of tracking the contributions with Moore being the only one who knows who contributed and the amount.

George Kline moved that board members were highly encouraged to contribute based on the schedule to formalize amount of giving by the Board of Alumni to college to give to annual fund. 3 opposed. Motion carried.

- Kline reported their third goal was to reach out to the broader alumni community, i.e., Affinity Reunions and class reunions and tie with fundraising goals.
- Amelia Wilcox and Dana Plautz announced voting results and announced the results:
 - Donald G. Balmer Citation: John Bates
 - Pioneer Alumni Leadership Award: Frank and Donna Lawrence
 - Distinguished Alumnus Award: William Feltz
 - Outstanding Young Alumnus Award: Satya Byock

Meeting adjourned.