

ALUMNAE ASSOCIATION OF MILLS COLLEGE
Board of Governors Meeting

May 9, 2012

6:30PM

Reinhardt Alumnae House

I. INTRODUCTION

President Jaquez-Fissori called the meeting to order at 6:30PM.

Those in attendance and constituting a quorum were:

Present:

President: Linda Jaquez-Fissori

Vice Presidents: Michelle Balovich and Jennifer King

Treasurer: Karlin Sorenson

Members: Rina Faletti, Cynthia Guevara, Lucy Do, Viji Nakka-Cammauf, Bev Curwen, Diane Ketelle, and Darice Balabanis

Alumna Trustees: Julia Almanzan (by phone), Diana Odermatt, and Gayle Rothrock

Absent:

Lynda Campfield, Marge Nicholson, Lillian Sahagun, Rita Stuckey, and Modesta Tamayo

Others Present:

Senior Director of Alumnae Relations: Laura Gobbi

II. BOG MINUTES FROM FEBRUARY 15, 2012

A. MOTION by King:

- a. Move to approve the minutes.
- b. Seconded by Odermatt.
- c. **Favor:13;Oppose: 0;Abstain:0.**

III. AAMC PRESIDENT'S REPORT

Linda Jaquez-Fissori

- A. President DeCoudreaux has pledged to end post-Commencement luncheon on time so that AAMC can start annual meeting promptly at 2PM.
- B. 100% of the BOG gave to the AAMC Endowment Fund this fiscal year.

C. ACTION ITEMS:

- a. *Initiate new fundraising committee.*
- b. *Follow up on Goals and Objectives from the retreat.*

IV. FINANCE COMMITTEE

Karlin Sorenson

- A. Filed taxes.
- B. We are \$973.71 ahead of budget.
- C. Received \$3,374.39 in additional gifts.
- D. Total checking/savings: \$5318.95.
- E. Last year's budget: \$48,000.
- F. 2012-2013 budget: \$32,500.
- G. Auditor's expense has decreased.
- H. Expecting increase in income from travel committee for next year.
- I. Would need to get signed audit review each year in case we have questions about our record.
Or, we could do it once every three years. Audits are the fourth biggest expense we have. Periodic audit protects board members. Is it possible to get an audit pro bono? Last audit happened last year (while President Holmgren was still in office).
- J. May need to invest in consulting services to teach Peachtree, facilitate our retreats, and for external payroll services.
- K. **MOTION** by Faletti:
 - a. Move to approve the 2012-2013 budget
 - b. Seconded by King.
 - c. **Favor:11;Oppose:0;Abstain:2(Balabanis and Guevara).**
- L. **ACTION ITEMS:**
 - a. *Look at audit situation and possibility of investing in consulting services.*
 - b. *Property Taxes: Linda will look into this. We were informed last year that we would not need to pay them.*

V. ALUMNAE RELATIONS REPORT

Laura Gobbi

- A. Jaquez-Fissori and Cynthia Brandt-Stover chaired the committee to introduce the new president. Thanked Jaquez-Fissori for co-chairing.
- B. Thanked Campfield for her work on the Pearl M Dinner.
- C. Jazz Concert Benefit for the Alumnae of Color weekend helped to engage and reengage alumnae in new ways.
- D. This year's senior class is very engaged and committed to philanthropy. Thanked President DeCoudreaux for setting a challenge for the Senior Class Gift. So far the seniors have raised \$7,000.
- E. Katja Geldhof '03 is now in Caitlyn McGarty's former position. Everything is working out very well.

- F. Overall participation is around 23%, and is down this year. However, there has been an increase in gifts to the endowment. So far, we've had \$1.8 million in gifts to the endowment. Other women's colleges are at 44% participation. Our numbers lag because we count the students that have been at Mills for one semester or more.

G. ACTION ITEMS:

- a. *Will give a presentation on participation rates in the future.*
- b. *Please remember to RSVP and attend Commencement.*

VI. ALUMNAE OF COLOR COMMITTEE

Cynthia Guevara

A. Alumnae of Color Weekend and Scholarship News

- a. Thanked Gobbi's staff at Alumnae Relations for helping with the Alumnae of Color weekend. 80 responded to invitations and 64 people confirmed.
- b. Honored Sharon Tatai '80 for her service to the college at the Phenomenal Seniors of Color event.
- c. 35 students and alumnae attended the Career Conversations event on Friday. Had ice breakers and everyone exchanged contact information.
- d. Had Friday night Jazz Concert, which was a benefit for the scholarship fund. Tammy Hall and Debbie DeCoudreaux performed. Broke the \$10,000 mark. Tammy Hall and Kimberly Jackson offered to perform next year. Thanked the Alumnae of Color Committee for their help.
- e. Had Leadership Retreat on Saturday. 35 responded to invitations and 28 attended. Had several panels. Alumnae donated all the wine. Collected \$380 that day, which will help to offset food costs.
- f. Had Sunday Brunch at Founders. \$8 per person. Students gathered with alumnae and then gathered at Reinhardt Alumnae House afterward.
- g. Learned a lot about event planning and had a very good experience with the Executive Inn Hotel.

- B. ACTION ITEM:** *The Alumnae of Color Committee has committed to meeting with students for brunch at least one Sunday per month at Founders. Board members are also invited to attend.*

VII. TRAVEL COMMITTEE

Lucy Do

- A. Everyone will have the opportunity to sign up for the post-reunion trip when they register for reunion.

VIII. STAFF SUPPORT

Linda Jaquez-Fissori

- A. Is looking to hire a staff support person for the AAMC Office. The Executive Committee recommended that the Board approve. Needs someone that is not a student, will stay for

awhile, will help with the next presidential transition, and can write checks. Jaquez-Fissori would be the manager.

B. **MOTION** by Balovich:

- a. Move to authorize the Executive Committee's recommendation to hire a part-time staff person (at 15 hours/ three days per week at \$13,000 per year, no benefits) to assist the AAMC President and staff the office.
- b. Seconded by Do.
- c. **Favor:12;Oppose:0;Abstain:1(Guevara).**

C. **ACTION ITEMS:**

- a. *Nicholson will help with the job description and work with Jaquez-Fissori to send out a completed job description.*
- b. *Will need to create an HR Committee.*

IX. NOMINATING COMMITTEE

Diane Ketelle

- A. Thanked all members of the committee for their help.
- B. Counted all the Alumnae Trustee ballots. 199 completed ballots were returned. Almanzan has been elected to continue as Alumna Trustee.
- C. Will need a new treasurer. Sorenson is terming out as of July 1, 2012.
 - a. **MOTION** by Curwen:
 - i. Move to nominate Do for Treasurer.
 - ii. Seconded by: Odermatt.
 - iii. **Favor:13;Oppose:0;Abstain:0.**
- D. Current Student Governor Tamayo '12 is terming out as of July 1, 2012.
 - a. **MOTION** by King:
 - i. Move to nominate Rebecca Freeman '13 to be the new student governor.
 - ii. Seconded by: Do.
 - iii. **Favor:13;Oppose:0;Abstain:0.**
- E. Need new Nominating Committee Chair for 2012-2013.
 - a. **MOTION** by Nakka-Cammauf:
 - i. Move to nominate Diane Ketelle to be the Nominating Committee Chair for 2012-2013
 - ii. Seconded by: King.
 - iii. **Favor:13;Oppose:0;Abstain:0.**
- F. The Nominating Committee determined that there are four open governor seats. Received and reviewed applications. Recommended the following governors and gave some information about each one.
 - a. Lesli MacNeil '75.
 - b. Merritt Richmond MA '12.
 - c. Bianca D'Allesandro EdD '12.
 - d. LaKimbri Brown EdD '10.

- e. **MOTION** by King:
 - i. Move to accept the slate for the four open seats.
 - ii. Seconded by Faletti.
 - iii. **Favor:12; Oppose:1(Balabanis);Abstain:0.**
- G. Concern was raised about how we get more participation and broaden the scope of the board. Don't want to become too closed. The challenge is to get the information out to as many people as possible, including to the Board of Trustees. Need more "worker bees."
- H. **ACTION ITEMS:**
 - a. *Need to inform all alumnae/i at Commencement and through The Quarterly that the board will be looking for new members/ volunteers a year from now.*
 - b. *Need to post our minutes, bylaws, and committee reports online.*
 - c. *Concern was raised about the low number of completed ballots that were returned for the Alumna Trustee election. May need to change the way we vote. Possibly have online voting? Will create process for the votes/ballots.*
 - d. *Jaquez-Fissori will send out the results of the survey that Alumnae Relations administered last year.*

X. TRIBUTES

Linda Jaquez-Fissori, Michelle Balovich, and Cynthia Guevara

- A. Gave tributes to the following outgoing Board of Governors members: Campfield, Curwen, and Sorenson.

XI. BYLAWS

Lucy Do

- A. A group of board members and other alumnae have met to discuss the issues with our bylaws. Is asking that the board approves the formation of a bylaws ad hoc committee. The board and the way we operate has changed significantly. Must review the bylaws and come back to the board with recommendations for changes. The bylaws need to serve our organization.
- B. Balabanis, Nakka-Cammauf, Do, Ketelle, Curwen, King, Sorenson, and Susan Penrod would be members of this new ad hoc committee.
- C. **MOTION** by: King"
 - a. Move to approve the formation of a Bylaws ad hoc committee.
 - b. Seconded by Odermatt.
 - c. **Favor:12; Oppose:0; Abstain:1 (Faletti).**
- D. **MOTION** by: Balabanis:
 - a. Move for the Bylaws Committee to review and recommend revisions to the bylaws.
 - b. Seconded by King.
 - c. **Favor:13; Oppose:0; Abstain:0.**

XII. CLOSED SESSION

Linda Jaquez-Fissori

XIII. ANNOUNCEMENTS

All

- A. Please remember to attend Commencement and AAMC Annual Meeting this Saturday and bring friends.
- B. Don't forget to send in your nominations for the AAMC Awards.

Meeting Adjourned at 9:30PM

Respectfully Submitted,

Michelle Balovich '03, AAMC Co-Vice President