

ALUMNAE ASSOCIATION OF MILLS COLLEGE
BOARD OF GOVERNORS MEETING
DECEMBER 12, 2012
6:30 – 9:00 PM
REINHARDT ALUMNAE HOUSE

As this was the December meeting and holiday celebration, there was an appetizer and dessert pot luck dinner between 5:30 and 6:30 PM.

Before the official start of the meeting, Michelle Balovich reprised her presentation speech for former board member Beverly Curwen '71 who was to receive the Outstanding Volunteer Award at the 2012 Reunion Awards Luncheon. Curwen had been unable to attend the luncheon and the Board of Governors wanted to make sure she got recognized for her lifelong contributions as a volunteer to the AAMC and Mills College. Curwen was presented with her crystal award and gave a heart-felt thank you to her colleagues on the Board.

Also before the official meeting began President DeCoudreaux made some additional remarks about Bev and her contributions to the College. The President went on to thank Viji Nakka-Cammauf for chairing the committee that hosted the Winter Celebration for graduating seniors. DeCoudreaux then went on with her report to the Board of Governors. DeCoudreaux said she continues to work hard on the Strategic Plan, expecting the 6 working groups to have a draft of their recommendations by January 15, 2013. DeCoudreaux instructed the working groups not to be constrained by budget to maintain creative ideas that emerge from their brain storming sessions. The costing out will happen later. DeCoudreaux invited all of the Governors to attend "Midnight Breakfast" for students being hosted later in the evening, luckily at 10:00 PM, rather than midnight. As she had done in the past, DeCoudreaux then took questions from the floor.

Question: The working groups have until January 15th to make their recommendations, then what?

Answer: A summary of the ideas will be presented to the Steering Committee and then the Steering Committee will share some of the ideas with Faculty at their January 19th meeting. Two weeks later consultant Susan Pierce will present the ideas to the broad community. Preliminary thoughts will be presented to the Board of Trustees in February. Those ideas that are moving forward will be referred back to the working groups to get more data on their ideas. Financial planning will cost out the ideas between February and May. DeCoudreaux was clear at stating that right now we are putting together and developing a plan, not implementing anything yet.

Question: On a personal note, what transitions have you been through since arriving at Mills and what are you still planning to do?

Answer: DeCoudreaux candidly answered the question by stating she began her transition when she allowed the head hunter to put her name forward in the search for the Mills College President. She was ready to leave the Eli Lilly Company where she had been for 30 years. She questioned whether she could move and still have what she needed to take care of her mother. She had lots of systems in place to make sure mother got to doctors and appointments if DeCoudreaux was travelling, would she be able to have that at Mills as well? She didn't expect as much as she got and she got so much more after arriving on campus. DeCoudreaux knew that she would have some family members in the Bay Area for support but did not anticipate the level of support from the Mills Community, which welcomed her. She has found a church with good music and liturgical staff. She was a little concerned about living on a campus in what could become a "fishbowl" but has not felt any obtrusiveness. There are great opportunities for casual conversation with students, faculty, staff and others while walking on campus. She had some sense of what she was getting in to but not entirely.

As there were no more questions, President DeCoudreaux excused herself from the group.

I. CALL TO ORDER AND WELCOME

President Linda Jaquez-Fissori called the meeting to order at 6:38 PM. There were 13 members in attendance.

Those in attendance and constituting a quorum were:

President: Linda Jaquez-Fissori.

Vice-Presidents: Michelle Balovich and Jennifer King

Treasurer: Lucy Do.

Board Members: Darice Balabanis, Lilly Sahagun, Viji Nakka-Cammuf, Marge Nicholson, LaKimbri Brown, Rita Stuckey, Rina Faletti, Rebecca Freeman (ASMC). Governor Cynthia Guevara appeared by telephone.

Alumna Trustees: Diana Odermatt. Alumna Trustee Julia Almanzan appeared by telephone.

Absent were: Merritt Richmond, Bianca D'Allesandro, Diane Kettle, and Alumna Trustee Gayle Rothrock.

Guests: Pierre Loving '77, Lynda Campfield '00, MA '02, Senior Director of Alumnae Relations Laura Gobbi.

II. APPROVAL OF MINUTES

The minutes from the October 17th meeting had been provided to the Governors in advance of the meeting. Governor King made a motion to approve the minutes, seconded by Governor Nicholson. Minutes approved.

III. REPORTS

In an effort to save time, all Governors had been provided committee reports in advance of the meeting.

President's Report –(copy provided in advance of the meeting) Linda Jaquez-Fissori began her report by stating Governor Merritt Richmond has decided to resign from the Board due to family commitments. Richmond did not feel taking a temporary hiatus from the Board would be a fair compromise. Governor Richmond will be sending an e-mail to the Board but Jaquez-Fissori wanted to alert the members. Jaquez-Fissori then went on to give more detail about the items in her submitted report. Over the course of the next 6 months Jaquez-Fissori wants to implement selected the items from the 2012 Spring Retreat and brain-storm session. Jaquez-Fissori enlisted the assistance of Governor Marge Nicholson to make a short list of priorities out of the ideas that surfaced. Jaquez-Fissori wants to leave the Board in a better place when her term ends in 6 months. Goal #6 – Effective Board Governance and Management of the AAMC would benefit every committee. Time at meetings needs to be used wisely for good discussions. There needs to be a creation of “talking points” for the AAMC message, a Stump Speech for all Governors to use and the plan is to develop this at the 2013 Spring Retreat. Former Governor Lynda Campfield was given credit for suggesting the creation of a template for committees to use in preparing a binder to archive the work they do in the year, that way when the personnel on the committee changes they won't have to start from scratch, there will be historic data on what worked, what didn't and what materials or supplies were purchased and from where. Jaquez-Fissori also wants to develop a stronger partnership with the various college constituents; for example we should invite the recipient of the AAMC Scholarship to the February Board Meeting as well as the leaders of the Associated Students of Mills College. There needs to be more partnering with alumnae clubs outside the Bay Area and with other alumna affinity groups. Jaquez-Fissori is scheduled to travel to Seattle in January to attend a college sponsored alumnae event. Jaquez-Fissori wants to lend additional support to new AAMC committees and new committee chairs. Governor Nicholson suggested that the March board retreat be used to develop talking points and a framework for the committees. There was a suggestion to move the annual retreat to the fall in future years.

Sr. Director of Alumnae Relations Report – Laura Gobbi brought the Governors up to date on what has happened in the last quarter. There has been great energy around reviving branch activities. The top-tier regions(those with large alumnae populations), San Francisco, Seattle, North San Francisco Bay, and Portland are going to be visited by staff from Alumnae Relations. They are attempting to re-engage and connect the branches with the college. They will be hosting more events in the spring. Alumnae Relations staff are doing more travel; they are working with Palo Alto and Los Angeles branches to recruit new members and are also working with the Office of Admissions and alumnae to recruit and retain new students. The office of Alumnae Relations and the AAMC sets their annual goals in the spring and Brian O'Rourke, Vice President of Enrollment Management, will be invited to the February board meeting to tell us his vision for enrollment and what challenges lie ahead. Gobbi also reported the "Hey Day Play Day" event was a success with 80 alumnae, parents, students and faculty participating in a huge campus gardening and clean-up effort. Even President DeCoudreaux and her mother were in attendance. There is interest to make this an annual or bi-annual event. Additionally Gobbi was pleased to announce that Allison Marin '12 had been hired as an Alumnae Outreach Coordinator. As Allison was a recent graduate her strength is in reaching out to young alumnae and will be put to use mentoring and networking with recent graduates. Alumnae Relations will also be seeking an additional staff member and will be posting a position in January. Gobbi stated they need to make the most out of positions and create efficiencies. The office of Alumnae Communications is also hiring a new staff person. Staff will be taking furloughs throughout the holiday season. The office will reopen January 7, 2013.

Alumnae Student Relations (ASR) Report – (copy provided in advance of the meeting) Viji Nakka-Cammauf. Viji reported that the International Students Tea the ASR committee hosted in November was a great event. The faculty was enthusiastic and Nakka-Cammauf feels having international students on campus enriches the environment for all. It also provides a vehicle for the current international students to promote Mills College abroad. Nakka-Cammauf also discussed the Winter Celebration held in November. While many of the students who had RSVPed did not actually show up to the event she said it was a success and a lovely way to introduce graduating students to the AAMC. Nakka-Cammauf invited the Board members to support students during finals and to help fill student goodie bags on Friday the 14th or attend that evening's Midnight Breakfast.

Treasurer's Report: (proposed budget and report from Finance Committee provided in advance of the meeting.) Lucy Do presented the proposed 2012-2013 AAMC budget and explained that the allowance for each committee was based on previous expenditures of those committees. The proposed budget document had earnings delineated on the top and expenditures on the bottom. There was concern that the label "President's Expense" was misleading and it was suggested the category be called "Discretionary Expenses" as the President was going to have travel expenses in the very near future and having too many categories that have similar names was confusing. There was a concern that the postage and supplies expenses are running way ahead of the allowance and Lucy will look at what is causing the difference. It was suggested that the Alumnae Awards committee have its own expense line rather than blended in with other miscellaneous expenses. At present those expenses come out of the President's Expense account. A motion to accept the proposed budget was made by Lucy Do. The motion was seconded by Diana Odermatt. There was a suggestion to make category changes for the next budget covering '13-'14. Motion passed with 8 ayes, 5 nays and one abstention.

IV. Nominating Committee – As committee chair Diane Kettle was not in attendance, committee member Trustee Diana Odermatt recommended that Pierre Loving '77 be appointed to the Board of Governors for a term commencing immediately and ending June 30, 2015. The motion was moved by Governor King, seconded by Governor Faletti, vote was unanimous and Pierre Loving was invited to join the Board of Governors.

V. Break – a short dessert break was taken.

VI. Recommendation of By-laws changes (changes submitted in advance of the meeting) – President Jaquez-Fissori discussed the proposed changes to the AAMC by-laws so that the Governors would be prepared when the by-laws changes are presented for board approval at the February meeting. There was much discussion on the role of Regional Governor, how difficult it has been to fill these positions and maintain effective people in them. The by-laws committee felt that designating one of the members of the Board to fill this role would be a better solution. It was suggested at the meeting that a new committee should be formed as the duties of this new role would be time consuming and it was unrealistic to expect one person to do it all. Having a committee share the responsibilities made more sense. Jaquez-Fissori hoped to have a job description by the annual meeting. Style changes and similar changes to the by-laws to make paragraphs uniform were also in the changes proposed by the By-laws Committee. The By-laws Committee is still not finished with their updating of the by-laws. Tonight's presentation was just to bring the current board up to date on what things need to be changed and updated, there are some sections that still need language created and will need the Finance Committee to be involved. If the board intends to present the proposed by-laws changes to alumnae for alumnae approval the notice of intent must go out not less than 20 days and not more than 90 days before the annual meeting.

VII. Event Evaluation Process – topic not discussed, meeting ran out of time.

VIII Announcements – Board retreat March 23rd. Marge and Michelle are co-chairs. Happy Holidays. Meeting adjourned at 9:02 PM by President Jaquez-Fissori.

Submitted 12-13-12 Lesli MacNeil.