

ALUMNAE ASSOCIATION OF MILLS COLLEGE
BOARD OF GOVERNORS MEETING
October 16, 2013
6:30 – 9:00 PM
REINHARDT ALUMNAE HOUSE

Due to a conflicting engagement, President Alecia DeCoudreaux met with the Board of Governors at 5:30 PM, before the meeting was officially called to order. President DeCoudreaux started with lots of thank yous to various members of the Board of Governors for all their assistance with reunion and a particular thank you to Vice President Viji Nakka-Cammauf for her organization of the Taco Tuesday dinner on August 27th. Once again the event was fabulous. DeCoudreaux gave a thank you to former Governor Cynthia Guevara and the Alumnae of Color Committee for presenting their short film festival and panel discussion at reunion. An additional thank you was given to former Governor Michelle Balovich who organized several reunion events on campus in her role as chairperson of the Educational Outreach Committee. DeCoudreaux found it regrettable that she could not be everywhere at once to attend ALL the reunion events. She was pleased that she saw so many members from the Board of Governors at reunion, there were 350 alumnae and 69 families in attendance at the combined weekend of activities. She felt the entire reunion weekend was extraordinary.

Decoudreaux then went on to discuss Strategic Planning and the future of the college. The fiscal year was ended in the black due to a last minute bequest. Decoudreaux was thrilled about that but there is still a lot of work to do. There are 1608 students enrolled this semester, 997 undergraduate students and 661 graduate students. There is a new Provost/Dean of Faculty and the faculty is feeling like they are being listened to and there is a reconnection with them.

Part of the Strategic Plan is to make an effort towards branding Mills. A consultant has been hired to gather data on what is Mills and what does Mills mean. The next step is the creative part to evaluate the data and develop a marketing plan. The college is well down the path of implementing the Strategic Plan initiatives. The restoration of Lisser Hall is very high on the list and as the total need is \$7M, the college is looking for a lead gift of \$2.5M to get the project rolling. A request for a grant has been made and if the result is positive the initiative will continue with fundraising. If not, the doors of Lisser Hall will have to be closed. DeCoudreaux also mentioned that there is a plan to transition Susy's Café to a student run enterprise. The students are developing a marketing plan to see if it's a worthwhile endeavor.

I. CALL TO ORDER AND WELCOME

President Lucy Do called the meeting to order at 7:12 PM. There were 16 members in attendance.

Those in attendance and constituting a quorum were:

President: Lucy Do.

Vice-Presidents: Viji Nakka-Cammauf and Jennifer King

Treasurer: Susan Thomas

Board Members: Darice Balabanis, Lilly Sahagun, , Pierre Loving, Gloria Fangon-Hitz, Marge Nicholson, Dawna Williams, Pamela Sufi, Marina Simenstand, Toni McElroy
Alumna Trustees: Diana Odermatt, Melissa Dile and Molly Fannon-Williams.
Absent was: Meghan Hinsch (ASMC).

Guests: Lyn Flanagan, Senior Director of Advancement Communications and Outreach
Dawn Cunningham and Senior Director of Alumnae Relations Laura Gobbi.

II. PRESENTATION BY OFFICE OF INSTITUTIONAL ADVANCEMENT

Dawn Cunningham and Laura Gobbi of the Office of Institutional Advancement (OIA) presented information about the organizational structure and mission of their office. A PowerPoint presentation handout was provided to the Governors to assist in the presentation. The organizational structure of OIA is 4 silos but work is done across silos, not just in a vertical path. There are many areas in which the OIA and Alumnae Association (AAMC) collaborate, such as volunteering, events, communications and giving. OIA is rolling out an Alumnae Engagement Initiative with programs such as *The Stories we Share* that was launched at reunion with great success. OIA is now building on that start and producing brochures with ways for alumnae to stay connected and volunteer. There are 3 regional groups of alumnae called tiers and these regions are receiving focus from Laura's staff to keep them engaged. OIA has set forth some goals for the following fiscal year called Non-negotiable Outcomes, or NNOs, as their focus for their energy and efforts. Alumnae will play a big part in these NNOs and OIA has devised an Alumnae Connection Score based on attendance at events, giving, etc.

III. APPROVAL OF MINUTES

The minutes from the May 15, 2013 meeting had been provided to the Governors in advance of the meeting. Vice-president King made a motion to approve the minutes, seconded by Governor Nicholson. No discussion.
Vote taken to approve the minutes, approved unanimously.

IV. REPORTS

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

President's Report (report provided in advance of meeting):

President Lucy Do thanked Vice-President Viji Nakka-Cammauf for arranging the dinner meal for the meeting and Treasurer Susan Thomas for preparing and bringing dessert. President Do was pleased that Governors were able to attend reunion but she would love to see more of the Governors attending and making themselves visible to the rest of the alumnae. Next year's reunion is September 19th to 21st so make a note on your calendar for 2014. The merchandise sales were incredible and more help could be used for next year to keep the tables staffed.

Treasurer's Report (report provided in advance of meeting)

Treasurer Susan Thomas provided copies of the AAMC proposed budget for '13-'14. The Finance Committee has an action item to increase the budget for the Graduate Student Committee from \$1000 to \$2000 but they have yet to meet. That meeting is coming very soon and Treasurer Thomas will report back to the Board of Governors with the result.

Report from the Office of Alumnae Relations (report provided in advance of meeting)

Laura Gobbi reported that the highlights of her presentation were in the paper report as well as in the presentation she and Dawn Cunningham just made. Gobbi wanted to be sure the Governors noted the calendar dates on her 4th report and consider attending as many of the events as possible.

BREAK

V. TERMINATION OF MANAGEMENT OF TIAA-CREF ACCOUNTS

Vice-President King presented information about the divestiture of the management of the TIAA-CREF retirement accounts presently held by the AAMC for former employees. A binding resolution needs to be adopted that establishes a plan termination date, ceases contributions to the plan, fully vests benefits as of the termination date and authorizes the distribution of all benefits as soon as practical after the termination date. The termination date will be December 31, 2013. No contributions have been made by AAMC to the fund and all participants have been fully vested since before 2008. The resolution would require the AAMC to notice the former employees of the change and give them instructions on how to manage their own accounts or roll them in to other financial instruments. A motion was requested, Governor Sufi so moved, seconded by Vice-President Nakka-Cammauf. A vote was taken and the motion was passed unanimously.

VI. ELECTION OF EXECUTIVE COMMITTEE FOR FY '13-'14

President Do took nominations for positions on the Executive Committee which is composed of the officers of the Board of Governors, plus 3 more members, one of whom must be a trustee. The result was that Marge Nicholson will stay on the executive committee, as will Diana Odermatt in her role as trustee. Lillian Sahagun will complete the slate of officers for the Executive Committee.

VII. ANNOUNCEMENTS

Vice-president Nakka-Cammauf had an action item. The Board will be doing a Spring Retreat and the proposed date is Sunday February 23rd, her question to the board was whether 1:00 pm to 4:00 pm was preferable to 2:00 pm to 5:00 pm, dinner would be provided after the meeting. The agreement was 2:00 to 5:00 on February 23rd. The

theme will be Growing the Skills of the Board of Governors. If you want to be on the retreat committee, please contact Viji.

The next Board of Governors meeting on December 11th will be our holiday event pot luck including all of OIA. President Do also mentioned an e-mail she just forwarded to the Governors asking if anyone had interest in hosting present students as guests at their Thanksgiving dinner, instructions were in the e-mail as to whom to contact.

Governor Sufi spoke briefly about the newly-formed Communications Committee. They are trying to establish some priorities. They are trying to figure out how to promote activities of each of the committees. Working on FaceBook, Twitter and now Tumblr. They are also trying to figure out how to do electronic voting for the next election of an alumna trustee. Governor Sufi is still trying to establish an on-line AAMC calendar. There is more to come as Governor Sufi explores what is available to her committee and how to implement.

President Do reported that the Executive Committee established a food guideline for meeting of the committees. A maximum limit of \$25 per meeting has been set. Some committees were spending a large portion of their budget on food for themselves.

The AAMC has tablecloths housed at Reinhardt House that can be borrowed for events. Please wash them after use and bring them back to Reinhardt House as soon as possible for the next group to use them. It is amazing how frequently the tablecloths are used. There are rectangle and round in a number of sizes at our disposal.

The Winter Celebration is scheduled for November 21st at Reinhardt House. Governors are invited, it is a catered meal for students graduating mid-year and each student is allowed to bring 4 guests. Board of Governors provides the dessert. Last year was a very small group; more are expected this year with the change in date and location.

Dawna Williams introduced herself as the new chair of the very small Educational Outreach Committee. The theme for this year is Building on and Bridging Civic Education. She will arrange some Webinars and Podcasts. She is looking for others to join her committee as she cannot do it all alone.

The East Bay Branch is having a holiday tea on Sunday December 8 at Mills Hall 1:00. There are several other holiday teas on that same weekend, President DeCoudreaux and Laura Gobbi will be attending all of them.

Governor Sahagun mentioned the Graduate Committee will be preparing finals snacks for graduate students on December 9th. There are more details in her report that was provided in advance of the meeting.

Meeting adjourned by President Lucy Do at 9:04 PM
Submitted by Lesli MacNeil
October 18, 2013