

ALUMNAE ASSOCIATION OF MILLS COLLEGE
BOARD OF GOVERNORS MEETING
February 19, 2014
6:15 – 9:00 PM
REINHARDT ALUMNAE HOUSE

I. CALL TO ORDER AND WELCOME

President Lucy Do called the meeting to order at 6:16 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: Lilly Sahagun, Pierre Loving, Gloria Fangon-Hitz, Marge Nicholson, Dawna Williams, Pamela Sufi, Marina Simenstad, Toni McElroy.

Alumna Trustees: Diana Odermatt, Melissa Dile, Molly Fannon-Williams, Laura Gobbi (Senior Director of Alumnae Relations) and Mel Petricko (ASMC).

President Do introduced College President Alecia DeCoudreaux and president of the Board of Trustees, Kathleen Burke. Also introduced was Tanya Hauck, new Vice-President of Institutional Advancement, who was expected to arrive to the meeting shortly, she will start at Mills on April 1, 2014. DeCoudreaux and Burke spoke to the Board of Governors briefly about governance, highlighting their favorite book on the subject *Governance as Leadership, Reframing the Work of Nonprofit Boards* by Richard Chait. Trustee Burke explained that over the course of the past few years the Board of Trustees has updated the charters of their committees and started using a Task Force model to focus on a particular issue. Once the Task Force has completed its mission it is disbanded. She highly recommended expanding the role of the Board of Governors Nominating Committee to become a committee on governors to select, mentor and engage new and existing governors. Trustee Burke reported that the committee chairs within the Board of Trustees change every 2-3 years, it refreshes the leadership and yet provides enough continuity. President DeCoudreaux reiterated the use of the Task Force model.

The meeting was adjourned at 7:07 for a dinner break and called back to order at 7:22.

II. APPROVAL OF MINUTES

The minutes from the December 11, 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 Trustee Odermatt. The minutes had been corrected prior to the meeting with a change to the last paragraph on the last page indicating the talking points were being developed, the prior version said they had been developed.

Vote taken to approve the minutes, approved unanimously.

III. COMMITTEE 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:

President Do went over results of the Skills/Experience survey she had taken. A scatter chart showing the ethnic make-up of the board and linear chart showing skills and experience was provided. Interestingly not many have experience with Social Networking. President Do asked the Governors to be thinking about what skill sets the board members have and what skill sets are needed for future selection of governors. The skill set of governance was not surveyed and yet it is keenly needed. For the future how does the board need to change to be more effective? This discussion provided material for the retreat scheduled for Sunday.

President Do also provided some documents provided to her at the Board of Trustees meetings reflecting enrollment projections and a dashboard of gifts and pledge payments. President Do also mentioned that the Valley Foundation grant to assist with the renovation of Lisser Hall is on hold until contributions from the alumnae population can be made. Having a significant proportion of alumnae contributing to the cause is meaningful to the Valley Foundation and one of their criteria for awarding grants. \$7.5 million is needed; the grant is \$2 million.

Treasurer's Report

Treasurer Susan Thomas promised updated copies of the AAMC budget for '13-'14 at the retreat scheduled for February 23rd. She will be in touch with committee chairs and asks that supporting documentation and background information be provided to assist her in setting budgets for '14-'15. Those documents are due March 31st. There will be a Finance Committee meeting on March 5th and our financial advisor Mark Curtis will be there. Anyone can attend if they so desire. The income taxes have been filed, Treasurer Thomas will e-mail copies to the Governors.

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

Laura Gobbi highlighted some of the details from her previously provided report. The Non-Negotiable Outcomes were updated for the board. Gobbi reported the Senior Gift campaign is beginning and the theme is "Giving the Gift of Mills", the 2014 class color is green. Lots of faculty have travelled to "top tier" regions this year. There is a new alumnae club in Marin County and the Contra Costa Club is getting reinvigorated. There have been and will continue to be networking brunches for alumnae and students in particular professions, the first "Queers with Careers" was on February 9th and the next one scheduled is for Fine Arts on March 9th.

IV. GOVERNORS RESPONSIBILITIES, REQUIREMENTS AND CONSEQUENCES

Vice-president King highlighted and reminded the Governors that part of the responsibility of being on the board is bringing creativity, ideas and presence to the meetings. There are only 4 meetings a year and attendance is expected at all of them,

however if need be a Governor can be excused from one meeting. Governors are responsible to prepare for the quarterly meetings and read the materials provided to them in advance of the meeting. While Governors cannot attend all events they are expected to thoughtfully plan to attend as many events as possible. Governors are expected to participate on committees, if a Governor needs guidance as to which committee to join President Do would gladly provide assistance. Committees do not have to be made up entirely of Board members, in fact, non-Governors are welcomed. Governors are also expected to make a financial contribution to the college or the endowment fund; 100% participation is expected in this regard. Vice-president King reminded the Governors there is a retreat on February 23rd and participation in leadership and development activities will be expected.

V. EVENTS FOR GOVERNORS TO ATTEND

President Do went over upcoming events and categorized them into Governors should attend and it would be nice for Governors to attend.

SHOULD ATTEND: April 30, Pearl M Dinner. May 14 last '13-'14 Board of Governors meeting. May 17, Commencement and Annual Meeting. September 18-21 Reunion 2014.

NICE TO ATTEND: February 23, Alumnae of Color brunch. February 25, Marin Club Happy Hour. February 28, Alumnae of Color Dance Recital and Reception. March 4, Dinner and a Movie. March 9 Career Brunch. March 22, Celebration of Extraordinary Women of Oakland. March 30 Alumnae of Color brunch. April 5, Heyday Playday. April 6, Career Brunch Share your Stories. April 16, Phenomenal Women of Color dinner. April 17, Power and Politics of Networking. April 23, Senior Class Auction. April 26, Hakone Gardens visit. May 5 Graduate Student Committee ice cream social on strike plaza.

VI. RESOURCE COMMITTEE

Vice-president King reported that the Resource Development committee is working on a scarf to sell as fundraising merchandise. She also mentioned the committee wants to do something significant to honor the 135th Anniversary of the College. The proposal is a "Conversation with the Authors" and Vice-President King asked for a motion to move forward with some fact-finding and potentially some expenditure for the event. Motion made by Vice-president Nakka-Cammauf, seconded by Trustee Odermatt. Vote taken, motion passed unanimously.

VII. NOMINATING COMMITTEE

Governor Loving presented a diagram overview of online voting for the next Alumnae Trustee using the existing Alumnae Community. There would be links to candidate statements and a ballot. The alumnae would only have to select and submit their ballot, and an e-mail confirmation would be sent to them. This would be an interim system and there would be no cost to implement. Governor Loving recommended adopting the interim system for one year to allow more investigation of alternative methods. Vice-

president King made a motion to approve, seconded by Trustee Dile. Vote taken, motion passed unanimously.

VIII. PREVIEW OF UPCOMING RETREAT

Vice-president Nakka-Cammauf began by providing a nomination form for the next Pearl M recipient. She then went on to discuss the objectives and goals for the upcoming Board of Governors retreat. She wanted members to start thinking about what motivated them to serve on the board, she felt there should be some training on leadership and development. Are the board members getting the help they need to grow as a board? Are the board members overcommitted? A topic of clarification of administrative processes was suggested, things like how do you get a reimbursement check, how do you order supplies, etc. Nakka-Cammauf indicated that as there were only 3 hours allotted to the retreat the time needed to be used wisely.

Meeting adjourned by President Lucy Do at 9:15 PM
Submitted by Lesli MacNeil
February 26, 2014