



MWCC Alumni Network Monthly Meeting – May 7, 2018

PRESENT:

- President - Mark Geoffroy
- Vice President - Lawrence Nfor
- Secretary - Briana Nobrega
- Board Member - Amanda Curtis
- Board Member – Philip DeCharles
- Board Member - Marianne Geoffroy
- Board Member – Karen Greenwood
- Board Member – Caitlin King
- Board Member – Kathy Matson
- Guest – Amanda Melanson (Alum)

ABSENT:

- Treasurer - John Day
- Board Member - Stacey LaPlante
- Board Member - Phillip Stan
- Alumni Liaison - Karl Hakkarainen
- Alumni Liaison - Joanne Davidson
- Alumni Liaison - Carrie DeCosta
- Alumni Liaison - Renee Eldredge
- Alumni Liaison - Elizabeth Reiser

Discussion

1. Minutes from Previous Meeting

- Reached quorum, approved once the following changes are made...
- Update Susannah Whipps Lee (remove Lee)
- Update verbiage on events held "here"...where? be more specific, MWCC Gardner campus
- Update spelling on “Aciton item”
- **ACTION ITEM: Briana to fix and post updated minutes**

2. Financial Status

- Mark and Lawrence met with Carla to discuss the financial situation
- The Foundation has no problem with us parting ways and is supportive of our endeavors, but THEIR primary purpose is to raise money...our missions are now very different
- She recommended we try to get moved under Student Services (which would essentially require Bob Labonte's approval)
- The Alumni Board unanimously prefers not to do this because money transactions would require FIVE signatures every time, which means our treasurer would always have to be accessible, whether that be someone who works on campus or close by, there are restrictions on how we spend our money, taxes would have to be paid, we would not be allowed to run raffles anymore, we could not purchase or sell alcohol at our events, etc.
- Carla was very open to finding a solution to the financial discrepancies and encouraged us to present to her the expenses in question and propose a solution

- Lawrence showed the board the itemization and what he is proposing to remove (all expenses AND credits related to Premium cards and appeal mailing)
- We can't claim any monies up to this point for anything other than scholarship money as that's how it was promoted when we raised it
- Overall our preference would be to suggest we call it all a wash, and start with a clean slate, if the Foundation Board approves of us doing so
- Carla is very open to helping us with seed money as we start with this new direction
- We discussed the possibility of trying to open a checking account at a bank under the Foundation's 501 (c)(3) status, that way WE are responsible for our checks and balances. This would require the Foundation's treasurer to write a letter to the bank approving our use of their ID. We would just have to make sure that the Alumni Network Board treasurer's name on the account is ALWAYS up-to-date.
- Lawrence made a motion to move forward as preferred - call it a wash if the Foundation is open to it and table the separate bank account conversation until fall. Marianne seconded. Moved.
- **ACTION ITEM: Kathy and Mark to meet with Carla tomorrow, they will try to get a firm direction on how to move forward either way.**

3. Evening of Excellence

- This Thursday at the MWCC Gardner Campus, (starts in the Theatre, moves to the Commons), doors open at 5PM
- Kathy gave tickets to those who are attending from the Board
- Kathy let us know that all awardees will be wearing a white boutonniere, but reminded us that not all awardees are graduates
- All who are attending should dress nice, at least business casual
- Kathy confirmed that Susannah Whipps will be closing the ceremony and encouraging the crowd to come see her at the alumni table
- **ACTION ITEM: Briana to check on table cloth availability and frames**

4. Commencement

- May 16 at 6PM at the MWCC Gardner campus (Mount Fitness), doors open at 5PM
- Marketing will be hosting the Alumni table with us and will give out Alumni t-shirts (purchased from their cost center) to graduates who speak with us and provide their contact information for future communications
- No one received an email invite from Lois like we usually do

- **ACTION ITEM:** Kathy will check with Lois on Alumni Board invites and ask where we will be sitting

5. Dine for a Cause

- Friday, May 25, from 11-close
- Briana secured UNO's since we were too late to reserve Ale House this year
- UNO's will be giving us up to 20% proceeds depending on how much we bring in, all sales included (even alcohol, take out and catering) AS LONG AS the customers show the flyers, a screenshot on their phone or mention our name
- Briana passed out flyers for everyone and collected money for raffle basket items
- We will setup the raffle table around 4:30 and close it down around 8 (Briana, Karen and Caitlin will setup)
- Those from the board who are attending will rotate at our raffle table so everyone has a chance to eat with their friends and family
- **ACTION ITEM:** Briana to compile raffle basket
- **ACTION ITEM:** Briana to share Facebook event with everyone again: facebook.com/events/458908711190999/
- **ACTION ITEM:** Briana to check last year's checklist to wrap up final details before event
- **ACTION ITEM:** EVERYONE is encouraged to attend and invite their friends and family to do so as well

6. Election of Officers

- We confirmed that this will happen at the next meeting

7. Other Business

- It was suggested that every year we reach out to the Alumni of the Year and ask for them to come back the next year to help us promote the Alumni Network (like Susannah Whipps is doing this year)
- Looking ahead to the next academic year, we should come up with a list of specific goals we want to accomplish, so we have something to guide us throughout the year
- Briana made a motion to vote Amanda Melanson in as a Board Member. Marianne seconded. Moved. Welcome to the board Amanda!
- Karen spoke with Lisa Williams in admissions and asked if Admissions tracks alumni in Salesforce for communication purposes and Lisa said no, but Carla should have a list

- **ACTION ITEM:** Lawrence to follow up with Marcia on the Salesforce list to confirm, because we *think* the only list that Carla has is what we pulled from Constant Contact.
- **ACTION ITEM:** We are concerned about John, we haven't seen him in a while, Mark to follow up with him via email to see how things are going
- **ACTION ITEM:** We haven't seen much of Phil since he joined, Karen to follow up with him on his status as our By-Laws state that three consecutive absences without prior notice are grounds for the automatic discontinuation of Alumni Board member status.

8. Adjournment

- Adjourned at 7:18