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## MWCC Alumni Network Monthly Meeting – May 6, 2019

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### PRESENT:

- President - Mark Geoffroy
- Treasurer - Karen Greenwood
- Secretary - Briana Nobrega
- Board Member - Amanda Curtis
- Board Member – Philip DeCharles
- Board Member - Marianne Geoffroy
- Board Member – Kathy Matson
- Irene Hernandez (Guest and Trustee Nominee)

### ABSENT:

- Vice President - Lawrence Nfor
- Board Member – John Day
- Board Member – Caitlin King
- Board Member - Stacey LaPlante
- Board Member – Amanda Melanson
- Board Member - Phillip Stan
- Alumni Liaison - Karl Hakkarainen
- Alumni Liaison - Joanne Davidson
- Alumni Liaison - Carrie DeCosta
- Alumni Liaison - Renee Eldredge
- Alumni Liaison - Elizabeth Reiser

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## Discussion

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### 1. Minutes from Previous Meeting

- MOTION: Made by Amanda C. to accept minutes from last meeting. Seconded by Marianne. All in favor.

### 2. Food Pantry Table

- **ACTION ITEM:** Marianne to contact Wal Mart to check on availability for food drive

### 3. Reimbursement for the Character Breakfast

- Kathy got the reimbursement that Karen submitted last month

### 4. Budget

- Karen started a budget spreadsheet and created a funds submission form to keep things organized when submitting expenses and deposits to Carla
- Karen has not received a bank statement since February
- **ACTION ITEM:** Karen to keep following up with Carla to get all bank statements

### 5. Mingle at the Mount

- May 14 from 5-7PM in the Commons
- New event: area businesses and chamber ambassadors will be there to network with each other and students
- The graduation speaker finalists will be presenting
- It's free and you can register online
- We will have a table
- Irene, Phil and Mark will attend

- For this and all other upcoming events, we will host a raffle for anyone who fills out a connection card
- MOTION: Made by Marianne that the raffle prize be a \$50 Amazon gift card. Briana seconded, all in favor.
- **ACTION ITEM:** Marianne to purchase \$50 Amazon gift card
- **ACTION ITEM:** Briana to ask Carla to print 300 connection cards and Dine for a Cause flyers so we can hand out at all upcoming events
- **ACTION ITEM:** Briana to ask Marketing if we can have the table cloth for all upcoming events (if they require a marketing request form, Briana will ask Phil to fill it out via iConnect)
- **ACTION ITEM:** Phil to pick up printed connection cards and flyer prints in the Print Shop on Tuesday afternoon
- **ACTION ITEM:** Kathy to forward email invite and also confirm that we have a table with the event organizers

## 6. 55 Days Until Graduation

- May 8: Spring Fling
  - Karen will be attending with peanuts (she was able to get the Roadhouse to donate a total of 150 bags!) and also the leftover snacks from Alumni Café
  - Briana forgot to create the green screen graphics, Kathy said if she can get her something tonight, she will try to get it to the vendor
  - **ACTION ITEM:** Briana to get Kathy artwork ASAP
  - **ACTION ITEM:** Karen to pick up peanuts, get leftover snacks from Kathy and host at the Spring Fling event
- May 16: Evening of Excellence
  - New this year: held at PACC, no reception after
  - Alumni is only allowed two people
  - Mark and Marianne will go
  - Registration is at 5:30 but we should be ready at 5
  - **ACTION ITEM:** Mark and Marianne to take frames from meeting tonight, count and make sure there are at least 64 and bring them to give away at the event
  - **ACTION ITEM:** Mark to take all over table items from Mingle at the Mount so they can be used at this event
- May 21: Dine for a Cause
  - Everything is good to go
  - Briana collected money from everyone for raffle basket items
  - Briana and Karen will arrive at 4:30 to setup
  - Mark and Marianne will switch with them later in the evening

- **ACTION ITEM:** Briana to put together raffle basket before event
- **ACTION ITEM:** Briana to ask for donations from Fitness Center and TAM
- **ACTION ITEM:** Kathy to ask for sweatshirt donation from bookstore
- **ACTION ITEM:** Karen to ask for Wachusett Brewery donation (we typically purchase a variety pack and a bottle opener, but will take whatever they are willing to give us ☺ )
- **ACTION ITEM:** Everyone should be promoting. Reminder: guests supporting us are **REQUIRED** to show flyer in order for us to get credit. Reservations are recommended.
- May 23: Graduation
  - Mark, Marianne and Phil will be attending the ceremony
  - Briana and Irene will be joining them for the reception
  - Briana noted that Marketing will be providing tshirts again this year and we will hand them out at the reception if grads fill out an alumni network card
  - **ACTION ITEM:** Kathy to get 3 tickets for Mark, Marianne and Phil

## 7. Other Business

- **Table Cloth:** We should have our own branded one now that we are doing more events so we don't have to keep asking Marketing to borrow theirs
  - MOTION: Made by Marianne that we purchase our own table cloth, Kathy seconded, all in favor.
  - Briana noted that the table cloth order should be done through Marketing so that it is properly branded
- **Board of Trustees Nominee:** Mark and Irene discussed trustee nomination terms and Irene we want to move forward
  - MOTION: Made by Amanda C. that we vote to forward Irene's name to President Vander Hooven as our trustee recommendation. Briana seconded, all in favor.
  - MOTION: Made by Briana to vote Irene onto the Board of Directors. Phil seconded, all in favor.
  - **ACTION ITEM:** Irene to send Mark her CV so he can forward to President Vander Hooven.
- **Reunion?:** Briana got two inquiries via Facebook regarding a class of 1969 50<sup>th</sup> year reunion. She told the two women that the Alumni Network doesn't host reunions right now but would ask if the board knew of anyone putting it on. No one knew of any plans.

- **ACTION ITEM:** Briana to respond to the women letting them know that no plans are in the works that we know of.
- **ACTION ITEM:** Briana to update contact list to include Irene's information and Karen's new information since she is starting a new job

**8. Adjournment:** 7:15PM