Harris-Stowe State University Alumni Association Board Meeting Minutes
Date: December 9, 2009

The Harris-Stowe State University Alumni Association Board Meeting was called to order by Vice President Wilzetta Bell at 5:36 p.m.

The minutes from the November 11, 2009, meeting were read, corrected and approved.

Correspondence: Corresponding Secretary Sarah Archibald read a letter from a business that wanted the association to purchase award pins and recognition gifts from them. Shirley McCullough stated that we should not have solicitations from businesses read in the alumni Board meetings.

Archibald also read a letter from alumna Jane E. Fisher who thanked the association for the monetary gift that the association gave her after she had a fall.

Congratulations were given to Director of Communications, Marketing and Alumni Affairs Courtney McCall for her recognition and award that was given to her by the St. Louis Sentinel Metro Journal. In honor of this achievement, McCall was given a gift from Bell.

Financial Report: Financial Secretary Scharad Hutchins was absent due to final examinations.

Treasurer’s Report: Treasurer Candace Dickson was absent due to final examinations. McCall brought Dickson’s report. McCall wanted a disclaimer saying that the report was Dickson’s, and therefore she could not comment on its content. Clarifications of the November 2009 Treasurer’s Report will be made at next month’s meeting.

Gold Gala: Chairwoman Dickson has complied information, and the date for the next Gold Gala will be October 2, 2010. The association is looking for a new chair.

Insurance: Board Member Jeanine Riley sent the contract and policy to a broker that she has worked with for 10 years. The broker thought it was a good policy. A question arose about anyone making referrals. It was stated that this company specializes in providing insurance to alumni. Webster University uses this company. Riley stated that the insurance policy is a way to give back to alumni, especially because the association needs to do more for its members. Riley made a motion to proceed with the insurance program, which was seconded by Board Member Catherine Stenger. The motion carried with no opposition.

Indoor Tailgate: The Indoor Tailgate was a success! A great time was had by all, and expenditures were reported.

Alumni Association Office: Discussions arose concerning the Alumni Association’s acquisition of an office on campus, which was viewed by Parliamentarian Shirley
McCullough. The office has two reception desks, a phone and some file cabinets, but it is not large enough to accommodate the monthly Board meetings. The University cannot provide electronic equipment. McCullough made a motion to purchase a computer and equipment that copies, faxes and prints, which was seconded by Riley. The motion carried. The copier will be able to make at least 500 copies at a time. McCall stated that the association should speak with Assistant Director of Information Technology Scott Hartwig about what equipment to buy and where to buy the equipment. There will be a budget for purchasing the electronic equipment. A committee will research prices and equipment, and McCullough, Dickson, Bell and President Dr. John Ingram will serve on the committee. The association can move into the office the week of January 11, 2010.

**Goal Reports:**

*Goal #1: Provide Support for Activities:* Chairwoman Archibald reported that the committee did not meet.

*Goal #2: Coordination and Collaboration between HSSU Alumni Association and HSSU:* Chairwoman Dickson was not present, but Public Relations/Alumni Specialist Nisa Korte reiterated that the Indoor Tailgate, an initiative by this committee, was a success.

*Goal #3: Awarding/Funding of Scholarships:* Chairman Tom Stenger was not present.

*Goal #4: Increase Diverse Membership:* Chairwoman Yvonne Chatwell was not present, but a report will be given in January.

**Membership Committee:** Chairman Terell Wayne was not present. The Alumni Association Membership Application will be revised to reflect that beginning in January, memberships will be valid through May 31, 2011.

**Scholarship Committee:** Chairwoman Marilyn Wayne was not present. Board Member and Committee Member Elaine Dubose reported that the committee met December 3, 2009, and are implementing fundraisers. They want ideas, by way of surveys, to implement three initiatives that people are really interested in. The committee is focusing on excitement, interests and money.

**Recognition Luncheon:** Chairwoman Riley, Korte and McCall will meet with Board Member and former Recognition Luncheon Chairwoman Armetta Whitmore next week, and they will meet with the committee before the next Board meeting. The committee will discuss booking venues. Volunteers for the committee are still needed.

**Courtesy Committee:** Chairwoman Carrie Whiteside was not present. Dubose thanked the committee for its support while her husband was ill.

**New Business:** Everyone present introduced themselves for the new attendees.

McCall encouraged everyone to attend the Dr. Martin Luther King Jr. State Celebration Commission Kick-off Program on January 9.
Bell suggested that the 2010 December Board meeting be a holiday meeting with refreshments.

Last year was the first year that Alumni Association memberships were offered for the duration of longer than one year. Memberships are valid from January to the following May.

The meeting was adjourned at 7:20 p.m. by Bell.

Attendees: Shirley McCullough, Dorothy Sevier, Wilzetta Bell, Sarah Archibald, Andrew Latchison, Elaine DuBose, Catherine Stenger, Joan Moehl, Antonio Byrd, Jeanine Riley, Courtney McCall and Nisa Korte.

Excused Absences: Dr. John Ingram, Candace Dickson and Scharad Hutchins

Rebecca Casson
Recording Secretary