

**Minutes**  
**Casper College Alumni Association**  
**Board of Directors – Annual Meeting**  
**October 28, 2006**  
**College Center - 207**

**Members Present:** Charlotte Babcock, Denise Blesi, Bill Brauer, Lori Brown-Wirth, Derrel Carruth, Connie Colman, Bill Duncan, Nancy Gerlock, Luella Hinderliter, Evelyn Irvin, Gigi Leman, Doug Leonard, Mary Litzel, David Long, Larry Middaugh, Kelsee Miller, and Deborah Werner Simon. **Staff members:** Paul Hallock and Linda Nix.

**Excused:** Ellyn Cavanaugh, Julie Laib, Argeri Layton, and Mike Porter.

**Call to Order**

The meeting was called to order by President Derrel Carruth at 8:30 a.m. Derrel introduced and welcomed Linda Nix and explained her role as the new Alumni Coordinator. Paul Hallock introduced Dr. Nolte, who updated the Board on the Casper College Campus Master Plan and the completion of the loop road on the upper campus. Dr. Nolte reported that the college has made a 14.5 million dollar request to the Wyoming Legislature for a new administrative building to meet student needs in a single location and to provide additional classrooms. He discussed all the additional degree opportunities being offered at Casper College and shared that Casper College has raised \$3.2 million toward the Community College endowment match, which is significantly ahead of the other Wyoming schools. Dr. Nolte said that events at Casper College this fall have included the Equality State Book Festival and political debates.

ACTION: Dr. Nolte mentioned that he would like an Alumni Association shirt. Linda will order a shirt for Dr. Nolte.

**Director's Update**

Paul thanked Derrel for all his help the past few months and recognized Judy Griffin for her significant contributions to the Alumni Association. Paul updated the Board on his recent visits to other community colleges in the region. He thanked everyone involved with the production of the recent *Footprints* magazine and explained the magazine had a few errors. An effort will be made to avoid similar problems in the future. Paul thanked Kelsee Miller and the Scholarship Committee for their hard work and reported on the newly established Norman Hanks Memorial Scholarship. Paul also told the Board about the new Chris LeDoux Scholarship, with a corpus of \$22,000. The first recipient was Jeff Stall, Casper. Paul shared a resignation letter from Mike Porter and expressed regret that

Mike could no longer serve on the Board. He commended the Alumni Association for its completion of the \$100,000 commitment to the Krampert Theater.

ACTION: Concern was expressed that the Alumni Association plaque is always blocked during productions. Paul will discuss this with Tom Empey to try and remedy the situation.

### **Approval of Minutes**

2006 spring meeting minutes were approved with corrections and clarifications. Lori Brown-Wirth had an excused absence, and Dr. Nolte had paid for the Cavalry tickets he shared with the Alumni Board members last spring.

### **Treasurer's Report**

Larry Middaugh gave the treasurer's report. There were several questions about the format of the report and where donation income appears. Paul discussed the Alumni Association budget and explained that it was a work in progress. Next year we will have a better picture of a realistic budget.

ACTION: The report will be revised to reflect income from donations as a separate item.

ACTION: The next issue of *Footprints* will include a list of donors.

ACTION: Linda will include a copy of the Alumni Association budget in the packet for the January board meeting.

### **Committee Reports**

*Scholarship Committee:* Kelsee Miller distributed the report from the Scholarship Committee. The Prosser and Crump Scholarships were awarded for the first time. There are four scholarships to be awarded in the spring. She reported that the effort to include out of town board members worked well.

*Membership and Honors Committee:* Doug Leonard addressed the need to fill the position created by Mike Porter's departure. Arrangements for Homecoming need to proceed, including ordering chili and working with the "Make a Wish" program. It was noted that the food service has recently raised its prices, which will affect our costs.

RESOLVED: A motion was made by David Long and seconded by Connie Colman that the Alumni Association purchase aprons for Board members to wear when serving chili. Denise Blesi and Mary Litzel volunteered to embroider the aprons.

ACTION: Be certain that there is sufficient cheese for the Chili Feed. Linda will purchase aprons and get them to Denise and Mary for detailing.

2006 Alumni Banquet Committee: – Gigi Leman updated the board on the banquet preparations and thanked everyone for all their help.

Christmas Tree Decorating/Undecorating Committee: The tree will be decorated Monday, November 27 at 3:30 pm.

ACTION: Linda will contact Judy regarding location of ornaments and tree.

### **Old Business**

Fall 2007 Banquet: The Parkway is reserving Saturday, October 6, 2007 and Saturday, October 4, 2008 for the next two Alumni and Friends Banquets. The Alumni Association is trying to increase the number of attendees and the Parkway has the facilities to accommodate a larger group. It was agreed that the fall meeting of the Board would correspond to those dates.

Card and Gift Policy for Past and Present Board Members: The Board reviewed a draft of a card/gift practice. There have been inconsistencies in handling gifts and something in print would help future boards. In the ensuing discussion, several points were made, including a concern regarding equity and use of resources. It was suggested that an outgoing president could be honored by a donation in his/her name to a designated charity. A question was raised regarding how to recognize especially long tenures versus members who serve only a single term.

ACTION: This item is referred to the Membership and Honors Committee. They are to discuss the matter and come back with a recommendation.

Candy Distribution: Due to staffing vacancies, the remaining candy purchased by the Alumni Association will be distributed before Thanksgiving, and after that, the practice will end.

Alumni Association Website: The website needs to be revised to reflect Mike Porter's absence. Also, it was pointed out that it is difficult to find the link to the Alumni Association material.

ACTION: Linda will talk with Todd Cotton to see if the linking can be improved, and will see that the information regarding Mike Porter is changed.

### **New Business**

Outstanding Student Scholarship: The Board discussed the impact of the Hathaway Scholarship on the Alumni Association's Outstanding Student Scholarships. Several suggestions were made and it was agreed to return this issue to the Scholarship Committee for further exploration.

ACTION: The Scholarship Committee will meet and report back with how the scholarships will work this year.

Footprints Magazine: The Board discussed *Footprints* and observed that in the past *Footprints* has come out in September and again in January or February. It was reported that the College Relations staff has some interest in changing the publication dates. It was pointed out that it is helpful to have *Footprints* come out prior to the annual Alumni and Friends Banquet. It was agreed that the Alumni Association needs to meet with the College Relations staff regarding this issue.

Homecoming: There was further discussion regarding Homecoming. It was agreed that the next meeting will be at 3:30 on Saturday, January 27 in a room up at the T-Bird Gymnasium.

Bylaws: The Board discussed the need to revise the bylaws at the next meeting.

ACTION: Larry Middaugh will review the bylaws prior to the next meeting and all board members will receive a copy of the current bylaws in the next meeting packet.

Future Calendar Dates: Linda was asked to add Graduation to the Alumni Association Calendar of Events.

The Scholarship Committee agreed to have a brief meeting after the conclusion of the Board meeting.

Charlotte Babcock brought up the need for a Casper College yearbook. She discussed its value in promoting connection to the institution; a way to preserve history and a way for students connect with each other. Many options were discussed. Derrel pointed out that the role of the Alumni Association would be to bring a proposal to the Casper College District Board.

RESOLVED: A motion was made by David Long to support the reestablishment of an annual yearbook. It was seconded by Debbie Werner-Simon and passed unanimously.

ACTION: Charlotte agreed to explore the establishment of a yearbook. She will speak with Dr. Carmon Simone.

Derrel thanked Paul for his hard work with the Alumni Association the past three months. He expressed his appreciation for the Board's involvement in board and committee work, especially the out-of-town board members.